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10/8/35

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

Alice A. Razee, a graduate of Moses Brown School in the Class of 1875, passed away at her home in Cumberland September 1, 1935, after a long illness. Throughout her life she had a deep and abiding interest in this school, and from the time she graduated up to and including last year, 60 years, she never missed attending Commencement Exercises here. Frequently when she was travelling in this country or abroad, she came long distances to be with us on that day.

Each year for a long time she has given a sum of money to be used for declamation prizes in the Upper School, and in her will there is a bequest of $3000, this sum to be added to the Pension Fund of the School. We are grateful for her years of stimulating interest in this institution and for her gifts to it.

School Opening - Because of the prevalence of poliomyelitis (infantile paralysis), which reached epidemic proportions in Providence and vicinity during the late summer, the Providence Board of Health and the School Department kept the public schools closed for a month after they were scheduled to open, and requested the private schools of Providence to cooperate with them by not opening during Ninth Month. The question of whether or not to begin school the first of Tenth Month was referred to the Health Department again, and this time they left the decision to our own physicians, but said they would agree to any decision made. After consultation

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with the other private schools, Moses Brown and Lincoln School decided to open the upper schools on Tenth Month first, but postponed the opening of the lower schools until the seventh.

The postponement and the consequent concern which some parents feel caused the withdrawal of a few students. The enrollment, however, is excellent and in both Upper and Lower School departments, larger than it has been for several years.

Enrollment - The Upper School has 197 pupils, of which number 69 are in the House. The Lower School has 161, with a house group of 8. This is a decrease of three in Belmont. The total enrollment of 358 is an increase of 30 over last year.

There are 18 Friends and two others who, although they are not members, attend Friends First Day Schools.

As has been the case for several years, it has been necessary to give a large amount of special help, but in spite of this, there will be a considerable increase in income from tuitions.

The customary care has been used in the selection of students, and the student body is composed of a fine group of boys.

School Calendar - In order to be an accredited school in the State of Rhode Island, it is necessary to have a minimum of 180 school days, that is, days when classes are held. In order to meet this requirement this year, it will be necessary to make a few changes in the school calendar. Because of the dates fixed for College Entrance Examination Board examinations,

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it is not possible to lengthen the year by extending the term in June. It is proposed therefore to shorten the Christmas and Easter holidays somewhat and to have school on a few Saturdays. In this way it will be possible to conform to the State requirement without working an undue hardship on pupils or teachers, or appreciably increasing the cost of operation.

Faculty - There have been a few changes in the faculty. In the Upper School Robert M. Merritt, Jr., a graduate of Moses Brown in the Class of 1926 and of Amherst in 1930, has been appointed teacher of Biology to take the place of Joseph W. Freeman, Jr. Mr. Merritt has been teaching in the Rectory School at Pomfret. Mr. Freeman was married in the spring and is now at Westfield, New Jersey.

Arthur E. Newcomb, Jr., who had charge of Second, Third, and Fourth Form English, did not return, and his duties were assumed by Basil G. Meserve, an Amherst graduate who was formerly on the staff at New Hampton. Both of the new appointees are experienced teachers and fine men, and they should do successful work here.

It will interest the Committee to know that Harold Myers, a minister in the Providence Meeting, has been engaged to assist in the School's athletic program. There were no other changes in the Upper School staff.

In the Lower School all the regular teachers have returned. Louise G. Isfort, who was at Moses Brown for a year and a half as an interne, received a full-time appointment at Lansdowne Friends School. Jean Engle, a Friend , a graduate of Westtown

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School and Mt. Holyoke College, who was at Friends'Central School as an interne last year, has come to Moses Brown to assist in the Intermediate School. Olive Louise Puffer, a graduate of the University of Vermont, with some experience with pre-school children, will assist in the Kindergarten and First Grade.

In a faculty in which it is necessary to have a considerable number of young unmarried teachers, some changes each year are inevitable. For several years, however, the changes have been few in number, and a reasonably permanent faculty has been built up. In making new appointments, every effort is made to secure men and women who have had good training and experience, but qualities of character, sympathy with, and understanding of youth, are always given first consideration. Those who make a study of the School always are convinced that we have an unusually fine group of men and women.

Commencement - On Sixth Month 6th, 1935, a class of 34 was graduated. Thirty-one of these and two others who were not candidates for graduation entered ten colleges. Six boys matriculated at Harvard, the largest group to enter that institution from Moses Brown in recent years.

The Baccalaureate Address was given by Dr. Robbins W. Barstow, President of The Hartford Theological Foundation.

The Commencement speaker was Dr. Tyler Dennett, graduate of Moses Brown School in the Class of 1900, President of Williams College.

The Class of 1900 held a reunion to meet with their classmate, Tyler Dennett, and the Class of 1885 returned to the School

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for their fiftieth anniversary. Nine of a possible ten members of the class were present.

In connection with the Exercises, there is one other item which is deserving of special mention. It is the custom to give the Commencement speaker an honorarium of $75 or $100. When Tyler Dennett was asked to indicate a suitable honorarium, he replied, "I wish you would make it very large and then place it to the credit of your library for books." This very generous gift was accepted at once and the books will be purchased and properly inscribed this year.

College Entrance Examination Board Examinations - As usual, the College Entrance Examination Board examinations were held at the School. Sixty-seven boys took 172 examinations, 83% of which were passed successfully.

Summer Work - During the summer an unusually large amount of work was done, and the buildings and equipment are in excellent condition. In addition to the general repairs, papering, painting, etc. there were several improvements which should be noted especially. In the Power House a new Diesel engine was installed replacing the small steam unit which had been in use for a number of years, the boilers were repaired, the engines overhauled, and the steam mains connecting the boilers with the steam engines were renewed. In connection with the changes in the Power House, a new hot water heater was connected with the boiler in the kitchen, so that during the summer it would no longer be necessary to run the boilers. The Diesel has proved a good investment. The engine installed cost approximately

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$2500; the hot water installation, $175 more. The saving this summer from the 15th of Sixth Month to the 1st of Tenth Month, as compared with the same period last year, although a great deal more power was used this year than normally, amounted to approximately $450.

The Chemistry Laboratory was renovated: a new ceiling was put up, hot water and gas pipes were concealed, the desks were repaired and improved, a new cabinet was installed to replace the heterogeneous collection of small cabinets used heretofore, and the whole was repaired and painted. It is now a light and attractive room.

New hardwood floors were put in all the rooms in the Sophomore Corridor. This leaves only one dormitory in which the floors are not in a satisfactory condition.

The sash and trim of the windows of the first and second floors of the main building was painted.

Although it was not in the list of summer work planned, the bathroom in the Junior B Corridor was remodeled. Up to this time anyone going to the Junior B Corridor had to pass through the bathroom. This always has been an unsatisfactory arrangement. When it was discovered that it would be necessary to have a number of one-year boys in that dormitory and consequently many prospective patrons were being shown to that part of the building, it seemed absolutely necessary to improve the situation. A partition was built shutting off the bathroom proper from the corridor. A new steel shower was installed and some of the plumbing changed. The present arrangement is a

great improvement and provides a satisfactory bathroom for the corridor.

Towel Service - It has been the custom at Moses Brown for boys to supply their own towels for use in the gymnasium. It has been inconvenient for many of the day boys to take towels back and forth to their homes, frequently they were forgotten and clean towels did not appear as often as they should have. Borrowing of towels, although discouraged by those in charge, was inevitable. The arrangement at best was not good, and generally it resulted in a good deal of confusion. This year it is proposed to offer a towel service to the boys of the Upper School. The School has ordered fifty dozen bath towels. Each boy will be given a clean towel three times a week. For this service a charge of $3 will be made to each boy. This is at a rate of less than 10¢ a week and we believe the service will be welcomed by a great majority of parents. At the rate of $3 a year the School in one year will pay for the towels and for the laundry service for them.

Diplomas - For many years it has been the custom to award at Commencement time a large diploma. The one we now use measures approximately 17 by 14 inches. Most of us, when we received diplomas from school or college, had them framed and the walls of many homes all over the country are decorated by these evidences of higher learning. The modern boy or girl does not bother to have a diploma framed. It usually is put away and in a short time the parchment becomes hard and brittle and the diploma is of little value. Many schools recently have

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been awarding a diploma which is small in size and is given the recipient in a case so that it is easily preserved. Our present contract for diplomas will expire this year. Would the Committee consider it appropriate to change the size of the diploma at this time, or should we continue with the present style?

Finances - Because of the delay in opening school and the necessity of postponing the rendering of bills for board and tuition, the financial statement usually presented at this time for the first three months of the current fiscal year is not available. With this report are submitted, however, the financial statement for the year ending Sixth Month 30th, 1935, comparison of the budget and expenditures for last year, and a budget for 1935-36.

The financial statement shows an unexpended balance of approximately $7500.

For 1934-35, the total expenditure of $150,467.54 compared favorably with the budget of $152,376. In only one department, maintenance, was there any serious discrepancy. In setting up the budget for 1935-36, not only have all anticipated expenditures been budgeted, but so far as possible, ample allowances have been made for increased costs and for other possible unanticipated expenditures. In kitchen and dining room, for example, 15% has been added to the cost of provisions last year in estimating probable cost for the current year. This budget shows a probable unexpended income at the end of the year of $2400. Judging by the experience of

last year and the year before, the income will exceed the expenditures at the end of the year by a sum considerably in excess of this amount.

The accounts receivable at the close of the fiscal year increased somewhat over those of the year before, but during the summer approximately $2000 more was paid to the School from these accounts. In view of the general situation, the financial condition of the School would appear to be very good, and with the improvement noted for this year, there is every reason to expect a successful year financially.

With a fine student body, an excellent corps of teachers, and a good financial situation, we have every reason to anticipate a successful school year.

L. Ralston Thomas
Headmaster

10/8/35

At a meeting of the Executive Committee of Moses Brown School held at the School Tenth Month 8, 1935,

Present: Edward Lyman Brown, Alexander C. Purdy, Charles P. Sisson, L. Ralston Thomas, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Minutes of the last meeting were read and accepted.

The Headmaster's report was read and approved.

As the present contract for diplomas is about to expire, the Headmaster is authorized to make whatever new contract may seem to him advisable.

The resignation of Frances E. Wheeler as Headmistress of the Lincoln School, to take effect in Sixth Month 1936 or Sixth Month 1937, is received and the subject is referred to a committee to be appointed by the Clerk.

We recommend to the General Committee that Frances E. Wheeler be re-engaged as Headmistress of Lincoln School for the year 1935-36 at a salary of $3600.

We recommend to the General Committee that L. Ralston Thomas be re-engaged as Headmaster of Moses Brown School for the three years beginning the school year 1936-37, and that the first year of said term his salary be fixed at $5000, together with board for himself and family.

The Headmaster has suggested the need for a house for himself and family separate from the School, and we are united in referring this subject to the General Committee.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

2/5/36

To the Executive Committee in Charge of Moses Brown School:

The enrollment at the beginning of the second half year is as follows: Upper School, 199 (house, 70; day, 129); Lower School, 163 (Belmont, 9). This is practically a full Upper School, and the total enrollment is the largest since 1931.

There are many boys in both Upper and Lower Schools whose parents are receiving considerable financial help, either through scholarship and work, or by special arrangements (which means reduction in normal tuition rate). A few parents who have been receiving special help are again paying full tuition, but it is hoped that another year a still greater reduction can be made in the special arrangements of this kind.

The health of the School, which has been **phennomenally** good over a period of years, has not been so good this winter. Because of a case of scarlet fever in the First Grade the First and Second Grades were closed for a week shortly after the Christmas holidays. Recently there were two cases of measles in the First Grade, and those children who were exposed and who have not had the disease have been out of school for a week. In the Upper School we have had an unusually large number of cases of grippe among both the day and the house boys. One boy who is ill with pneumonia is in the hospital. In situations of this kind it is a real asset to the School to have a good Infirmary and to have excellent medical and hospital facilities close at hand.

During the fall and winter there has been considerable repair and maintenance work done about the School.

Office - When the school office was moved from the south side of the building to its present location, the safe was put against the west wall. Because it took up so much space in the room and cut off the light from the switchboard, it seemed desirable to make some other arrangement for it. During the Christmas holiday a recess was made in the west wall and the safe set back about twenty inches. At the same time, in order to make the office quieter and to give ~~us~~ a warmer floor, a battleship linoleum was laid. These changes have improved the appearance

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of the office and have made it a more pleasant place in which to work. The cost of these changes was $210.

Bicycle Room - The recent revival of bicycle riding made it necessary to provide a suitable bicycle room where the boys' machines could be kept in a safe place under cover. A corner of the basement of the new Lower School Gymnasium was partitioned off and painted. This will be used for bicycles in the spring and fall, and during the winter it is being used as a storage space for sleds and skiis.

The Studio Porch has been repaired and the engine room and rear entrance to Alumni Hall painted.

For years it has been the custom to box in the evergreen trees on the south side of the Studio to protect them from the snow sliding from the roof. This has been adequate protection for them but the boxes have been unsightly and the cost of building them and taking them down each year has been too great. This year large racks were constructed. These can be erected and dismantled in a much shorter time, they are an effective protection, and look very much better.

Snow Plow - Because of the difficulty of securing horses for plowing out the roads and walks after a snowstorm, the problem of snow removal has increased in the last two or three years. This year a small V-type plow for use with the Chevrolet truck was secured on approval, and it has proved so satisfactory that we have purchased it. During the last storm, it was used to keep the roads and some of the paths open, and the saving on hand labor which has heretofore been necessary has made the plow a good investment. It cost ~~was~~ $65.

Ediphone - With the approval of the Finance Committee, an ediphone has been purchased for the use of the Headmaster. By means of this machine it is possible to clear a considerable amount of routine correspondence and office business at odd times and to save considerable time for the Headmaster and secretary.

Repairs to 307 Hope Street - Because of the difficulty of heating the upstairs apartment at 307 Hope Street, it has been found necessary to add to the radiation in several of the rooms.

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This is not a big job, but the Cates have not been comfortable when temperatures outside have gone below 20° and the continued cold weather has made it desirable to undertake the changes this winter.

A new grate has been installed also in the downstairs furnace.

The house was ~~been~~ painted this fall, the first time in five years. The property at 307 Hope Street is in good condition. Some ~~further~~ interior painting will have to be done later but this is not a big job nor is it pressing.

Faculty Arrangements for next year have been delayed pending a decision with regard to the restoration of a portion of the cut in salaries and wages. The faculty have understood that they might expect an increase not to exceed 5% in salaries this year if the finances of the School warranted it. The financial statement which accompanies this report would indicate that 5% probably could be added to this year's salary budget. It is recommended therefore that the additional 5% on this year's salaries be paid faculty and help sometime before the end of this year and that the arrangements for next year be made on the same basis as this year. That is, a teacher receiving \$1000 this year would be paid \$50 additional before the end of the school year, and her salary next year would be \$1050. Certain special arrangements probably would have to be made as usual, but these would be few in number.

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There probably will be one or two changes in the faculty. One of the men is planning to be married and it is not possible to provide a home for him. There may also be one or two other changes.

Insurance for Operators of Cars Used in Connection with School Activities - A letter from Wright D. Heydon relative to this insurance accompanies this report.

Walter R. Jones Trust - A report has been received from the trustees of the Walter R. Jones Trust. This is available to any member of the Committee who may wish to see it.

Gifts - The School gratefully acknowledges the following gifts which have been received since the last regular meeting of the Committee:

From Elsie C. Tiemann, about fifty volumes of books for use in the library and classrooms.

From Agnes L. Tierney, some mementoes of the Friends Boarding School.

From Robert G. Mead, of the Class of 1889, a scrapbook with newspaper clippings of the graduation exercises of 1883 and 1884, and of other school events.

These gifts have been acknowledged to the donors. We appreciate the interest of friends of the School who have made this material available to us.

The Headmaster has received also a letter from Edward A. Smiley, son of Alfred H. Smiley, giving some interesting recollections of his life here as a boy at the School.

Financial Statements - With this report are submitted the financial statement for the seven months ending First Month 31, 1936, the comparison of expenditures with the budget estimate, and the cash account for the same period.

Respectfully submitted,
L Ralston Thomas
Headmaster

2/5/36

At a meeting of the Executive Committee of Moses Brown School held at the School Second Month 5, 1936, present: Charles H. White, Willis H. White, Lyra T. Wolkins, L. Ralston Thomas, Edward L. Macomber.

The Headmaster's report was read and considered.

Regarding the question of restoration of a portion of reductions in faculty's salaries and in wages, this matter is referred to the Finance Committee with our approval of an increase of not less than 2 1/2% and not more than 5% if in the opinion of the Finance Committee the School's finances warrant it. Said increase is to apply to the current school year.

The subject of insurance for operators of cars as suggested in a letter from Wright D. Heydon is referred to the Finance Committee.

We approve the various improvements and changes recently made, as well as the purchase of a snow plow and an ediphone, which are referred to in the Headmaster's report.

We approve that meetings of this committee for the remainder of the year be held on third day instead of fourth day as previously designated.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

4/7/26

To the Executive Committee in Charge of Moses Brown School:

Health - Since the last meeting of the Executive Committee the health of the School has been reasonably good. The bad epidemic of grippe which came earlier cleared up satisfactorily. Since that time there has been some illness, but the number of students absent has not been abnormal for the time of year. There have been cases of measles in both Upper and Lower Schools but excepting in the First Primary Grade, they have been scattered, and in no group has there been any considerable number ill with this disease. There have been a few cases also of mumps and German measles. In some respects it has been a difficult winter, and the School looks forward with more than usual pleasure to the coming of good weather.

Insurance for Drivers - At the last meeting of the Executive Committee two matters were referred to the Finance Committee for their decision. They approved both suggestions. The School is arranging for insurance to protect it from liability in the case of accidents for all drivers of automobiles on school business (exclusive of the school cars which are covered by separate policies). The cost of this insurance will be $30.00 per year, and will provide protection of $5,000 and $10,000.

Teachers' Salaries - With regard to the question of teachers' salaries, the Finance Committee decided that if at the end of this year our financial situation is as good as we anticipate it will be, we shall return 5 per cent of the second half year's salary (2½ per cent on the year). In making the faculty arrangements for next year the Headmaster was authorized to increase the salaries 5 per cent over this year's base with the proviso that if the financial position of the School at the beginning of next year is not so good as it was at the beginning of this year, the 5 per cent may have to be modified or withdrawn.

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Faculty Arrangements - On this basis the faculty arrangements for next year have been made. We anticipate but one change in the regular staff. Neil W. Halkyard, who has been a teacher of science at Moses Brown for two years, is planning to be married. He is a good teacher, and has been offered an opportunity to return as a single man, but it is not possible to provide for another married master at this time.

Jean Engle, who has been an assistant in the Fifth Grade, and Olive Puffer, an interne in the Pre-Primary, probably will not return. This is in accordance with the agreement made with them at the beginning of the year.

In recent years Moses Brown has been very fortunate in having few changes among the faculty. Because it is a boarding school, some resignations are inevitable, but a reasonably permanent staff makes for a smoother, better working organization.

Prospects for Next Year - It is too early in the year to know what the enrollment may be in Ninth Month. The graduating class is the largest in recent years, there being at present forty candidates for diploma. In addition to the graduates and the other members of the Fifth Form who do not graduate but enter college after summer work, there will be the usual number of withdrawals from other forms. It is probable that the day enrollment in both the Lower and Upper Schools next year will be approximately the same as this year. The problem will be to secure enough properly qualified house boys to fill the dormitories.

Copies of the new catalogue have been sent to all members of the Committee. This is a more expensive booklet than we have been using, but having some excellent photographs for illustrations, it seemed wise to make as attractive and as interesting a prospectus as possible. We hope it will prove attractive to those who are interested in finding a school for their sons.

The Rittase photographs were used also in making up a set of half a dozen post cards. These are being sold through the bookroom, three for five cents.

Summer Work - Definite plans have not been made for summer work, but there are one or two items which need our attention now in order that plans may be made during the spring.

The senior dormitory (second floor of the Alumni Hall wing) is the only dormitory which does not have hardwood floors. During the summer new floors should be put in these rooms and in the corridor. Before this work is done, however, one of the trusses will have to be given a careful inspection. There has been a settling in the stairwell to Belmont and although the cracks have been repaired a number of times, they have reappeared quite promptly so that it seems wise to investigate this situation before any new work is done.

Alumni Hall, which until a few years ago was used only for special occasions, is now in use constantly throughout the week, and most of our public functions are held there. The floor of this room is in very bad condition. Last year the question of covering the present floor with a rubber tile was discussed, but because it was not possible to secure the color desired, the work was not done.

Because the Hall is such a public place, it seems necessary to lay a new floor and to repair and paint the walls this summer. It is hoped to have prices for certain types of floor to present to this meeting. This may be a good time also to consider replacing the benches now used in the Hall by more suitable equipment. These changes will involve the expenditure of considerable sums of money. The Headmaster recommends that a small committee be appointed to work with him in this matter, and recommends also that the Executive Committee authorize the use of the income from the Moses Brown Improvement Fund to cover the cost. The Lower School Gymnasium, which has proved such an asset, is practically paid for, and the income from the Improvement Fund would be available for other permanent improvements if the Executive Committee approves.

There will of course be the usual maintenance and repair work during the summer, and undoubtedly there will be also other summer work to report at a later meeting.

Grounds - During the spring considerable attention will be given the grounds and it is proposed to carry on a more thorough fertilizing program than usual. The grounds have come through the winter in reasonably good shape, although there is considerable work to be done.

North of the Gymnasium there is a piece of land under the trees which has been plowed up for five or six years. It is proposed to take down one or two of the trees and grade this ground. This will improve the appearance of the property, and, of more importance, will provide additional space for one of the lower form baseball diamonds.

Driveway - Automobile travel on both the front and rear drives is increasingly heavy. The drives require constant attention, particularly in the very wet or very dry weather. To lay a new road would cost so much that at present it is out of the question. It may be possible, however, to treat the surface of our present drives so that they will be hard. Prices are being secured and will be submitted to the Committee for its consideration.

Financial Statement - With this report are submitted the financial statement for the nine months ending Third Month 31, 1936, the comparison of expenditures with the budget estimate, and the cash account for the same period.

Respectfully submitted,

L Ralston Thomas

Headmaster

4/7/36

At a meeting of the Executive Committee of Moses Brown School held at the School Fourth Month seventh, 1936,

Present: Edward Lyman Brown, Alexander C. Purdy, L. Ralston Thomas, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Headmaster's report was read, considered, and ordered placed on file.

We approve making changes and repairs on the senior dormitory as recommended in the Headmaster's report.

Regarding suggested alterations and improvements in Alumni Hall, the Clerk is authorized to appoint a committee of three persons to make a study of all matters connected with the proposed changes, and after consultation with the Finance Committee, report their findings and recommendations to our next meeting.

Fertilizing and grading of the grounds as suggested in the Headmaster's report are approved.

We also approve the suggestion for repairing the driveway by some treatment which will give it a hard surface.

We direct that the next meeting of this Committee in Fifth Month be called for 10 o'clock instead of the usual hour of 10:30.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

5/5/36

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

The school year, in spite of an unusual amount of illness, has progressed quite satisfactorily. The enrollment, which was considerably ahead of last year, has been maintained with few additions and with very few withdrawals. Boys and teachers have entered into the activities of the year with enthusiasm and there has been a good spirit of co-operation in work and play.

During the winter there was a serious epidemic of grippe which was followed in both Upper and Lower Schools by an epidemic of measles and a few cases of mumps. For a time some of the primary classes were closed in an effort to prevent the spread of measles among the younger boys, but later, at the request of the parents and with the approval of the doctors, these grades were reopened and only the boys who were actually ill were kept out of School. Fortunately there have been few complications from these diseases, and at present the health of the School is rapidly approaching normal again. For many years Moses Brown has been most fortunate in escaping epidemics of all kinds and consequently there has grown up a generation of boys of whom many had not had the usual children's diseases; therefore the student body was much more susceptible than it might have been under other circumstances.

Faculty Arrangements for next year have not been completed. There will be two changes in the regular staff:

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Neil W. Halkyard, who has been the teacher of science for two years, and Bryce H. Jose, teacher of German and English, are planning to be married and both have secured other positions. Jean Engle, who has been an assistant in the Fifth Grade, and Olive L. Puffer, an interne in the Pre-Primary, probably will not return. This is in accordance with the agreement made with them at the beginning of the year. In recent years, Moses Brown has been very fortunate in having few changes among the faculty. In a boarding school some resignations are inevitable, but a reasonably permanent staff has made for a smoother, better working organization.

With the approval of the Finance Committee and the Executive Committee, the Headmaster was authorized to inform the faculty that at the end of this year, if the School's financial situation is as good as it is anticipated it will be, there will be returned to them 5 per cent of the second half year's salary (2½ per cent for the year), and in making faculty arrangements for next year, the Headmaster was authorized to increase the salaries 5 per cent over this year's base, with the proviso that if the financial position of the School at the beginning of next year is not so good as it was at the beginning of this year, the 5 per cent may have to be modified or withdrawn. This arrangement is in accordance with the agreement made with the teachers in 1933 when reductions in salary became effective. This decision has indicated to the teachers the Committee's interest in their welfare and the Committee's desire to maintain a reasonable scale of salaries throughout the School.

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MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

Prospects for Next Year - It is too early in the year to know what the enrollment may be in Ninth Month. The graduating class is the largest in recent years, there being at present forty-one candidates for the diploma. In addition to the graduates and the other members of the Fifth Form who will not graduate but who expect to enter college after summer work, there will be about the usual number of withdrawals from other forms. It is probable that the day enrollment in both Upper and Lower Schools will be approximately the same as this year. The problem will be to secure enough properly qualified house boys to fill the dormitories. For the last two or three years there has been an unusually large number of house boys entering the Fifth Form and remaining at Moses Brown but one year before entering college. This makes the problem of house enrollment each year more acute than it would be in normal times.

Copies of the new catalogue have been sent to all members of the Committee. This is a more expensive booklet than the School has been using, but since there were this year some excellent photographs for illustrations, it seemed wise to make as attractive and as interesting a prospectus as possible. It is hoped that it will prove attractive to those who are interested in finding a school for their sons.

The Photographs taken during the fall by William M. Rittase of Philadelphia, were used also in making up a set of half a dozen post cards. These are being sold through the bookroom.

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Repair and Maintenance; New Equipment - During the fall and winter there has been considerable repair and maintenance work done about the School. In the office the safe was set into the wall on the west side, the switchboard was moved, and battleship linoleum laid on the floor. These changes have improved the appearance of the office and have made it a more pleasant place in which to work.

The recent revival of bicycle riding made it necessary to provide a suitable bicycle room where the boys' machines could be kept in a safe place under cover. A corner of the basement of the new Lower School Gymnasium was partitioned off and painted. This will be used for bicycles in the spring and fall, and is a storage place for sleds and skiis in winter.

A small V-type snow plow for use with the Chevrolet truck was purchased and has proved a valuable addition to the equipment.

An ediphone was added to the office equipment.

Repairs were made also to 307 Hope Street, the Studio, and the rear entrance to Alumni Hall.

Summer Work - During the summer, in addition to the usual general repairs and maintenance, considerable work should be done in the Alumni Hall wing. This is the only dormitory group which does not have hardwood floors throughout, and it is proposed this summer to put new floors in all the rooms and in the hallways of senior corridor. Before this work is begun, however, considerable work will have to be done in

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strengthening one of the main trusses. Careful inspection of this truss cannot be made until after the school is over, but the architect has informed us that probably one of the main members of the truss will have to be reinforced by putting a steel beam between the second floor and the ceiling of Alumni Hall. This probably will cost in the neighborhood of one thousand dollars.

Alumni Hall, which until a few years ago was used only for special occasions, is now in use constantly throughout the week and most of our public functions are held there. The floor of this room is in very bad condition and during this summer a new one should be laid and the walls repaired and painted. Some changes are desirable also in the heating, ventilating, and electrical arrangements. The Executive Committee has appointed a subcommittee to consider this matter and a report will be made to this meeting.

It is desirable also, if finances permit, to replace the present benches, which have pretty well outlived their usefulness, with a new seating arrangement.

Grounds - During the spring considerable attention has been given the grounds and a more thorough fertilizing program than usual has been carried out. The grounds have come through the winter with surprisingly little serious damage.

Automobile travel on both the front and rear drives has become increasingly heavy. The drives require constant attention, particularly in the very wet or very dry weather. To lay a new road would cost so much that at present it is

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out of the question. If funds are available, it may be possible to treat the surface of our present drives so that they will be much improved.

Gifts - The School gratefully acknowledges receipt of the following gifts which have been presented since the last regular meeting of the Committee:

From Elsie C. Tiemann, about fifty volumes of books for use in the library and classrooms.

From Agnes L. Tierney, some mementos of the Friends Boarding School.

From Robert G. Mead, of the Class of 1889, a scrapbook with newspaper clippings of the graduation exercises of 1883 and 1884, and of other school events.

From Weston Howland, Class of 1913, half a dozen team and class pictures taken about 1914.

These gifts have been acknowledged to the donors. We appreciate the interest of friends of the School who have made this material available to us.

Exhibition of Paintings - During this year we have continued the exhibition of paintings of prominent artists. Following the Chauncey F. Ryder exhibition in the fall, we had a collection of reproductions by Van Gogh which were secured from the Museum of Modern Art, New York City, water colors and oils by Edith Buffum and Leo Cole, of our own staff, and at present we have an interesting collection by Eliza D. Gardiner, a graduate of Moses Brown School.

Finances - With this report are submitted statements of assets and liabilities, the comparison of income with expenditures ending Fourth Month 30, 1936, comparison of budget and expenditures, and a cash account for the same

period.

The expenditure total continues to run well under the amount budgeted for this period.

There has been an increase in costs for supplies, but it would appear that the allowances made have been adequate to care for them.

Collections have been somewhat better than a year ago. There are, however, a number of old accounts on which it has been extremely difficult to get definite action. The income from endowment funds has decreased somewhat as good securities have been called and it is necessary to invest the money thus made available in securities paying a lower rate of interest. Every effort is being made to conserve our resources and to keep within our income. At the same time, buildings and grounds must be maintained in excellent condition, and improved where possible.

Considering the general business uncertainty, the finances are in very good condition and the School is completing another year successfully.

Respectfully submitted,

L. Ralston Thomas
Headmaster

5/5/36

At a meeting of the Executive Committee of Moses Brown School held at the School Fifth Month 5, 1936, present: Edward Lyman Brown, Alexander C. Purdy, Margaret G. Sisson, L. Ralston Thomas, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Clerk informed us that in accordance with the minute adopted at our last meeting, he had appointed Charles H. White, Gren O. Pierrel, and Alexander C. Purdy to make a study of all matters connected with the proposed alterations and improvements in Alumni Hall. A letter from the architect, Edwin Emory Cull, giving estimated cost of the proposed alterations and improvements was read and discussed. We approve the laying of a new floor in Alumni Hall, furnishing adequate ventilation, and purchasing new chairs, also supplying an overhead truss if necessary to correct continuous settling of the building over the present location of the bookstacks. We approve the expenditure of an amount not to exceed $6,000 for this work, this amount to be taken from income of the Moses Brown Improvement Fund if approved by the Finance Committee.

The above committee, consisting of Charles H. White, Gren O. Pierrel, and Alexander C. Purdy, are hereby authorized and directed to carry out the proposed changes and alterations specified in the two preceding minutes.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

To the Executive Committee in Charge of Moses Brown School:

The Sixth Annual Father and Son Day was held at Moses Brown on Fifth Month 15th, 1936. There was a record attendance during the day and nearly 400 sat down to dinner in the Gymnasium in the evening. Father and Son Day is a joint enterprise of fathers, sons, and masters, and is one of the most profitable days in the school year. Again we were favored with a clear, warm day, and all the activities, from the Lower School track and field meet in the morning to the entertainment in Alumni Hall at night, were enjoyed by all. Dr. Albert Davis Mead, Vice President of Brown University, was the speaker at the dinner.

The Exhibition of Lower School work was held in the afternoon and evening of Fifth Month 21st. Through this exhibition, parents and friends of the School are given an opportunity to see in some detail the progress of the work during the school year. Every boy in the Lower School has some material on display and practically all the parents come in to see the work and talk with the teachers. This year the Rittase pictures were displayed and attracted much favorable comment.

The Commencement exercises will be held on Sixth Month 4th, at 10:30 in the morning. Dr. Willard Learoyd Sperry will give the Commencement address. Forty-one boys probably will receive their diplomas.

The Baccalaureate service is scheduled for Fifth Month 31st; Rev. Ray A. Eusden, of the Eliot Church, Newton, will be in charge.

Gift - Mrs. Henry F. Hubbard, the mother of Jack Hubbard, who died during the war shortly after he had left Moses Brown, has presented the School with a very nice imported rug. This is at present in the Headmaster's office. It is possible that it will be put in the Boys' Sitting Room next year. We very much appreciate this gift from a loyal supporter of the School.

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Summer work - The use of the income from the Moses Brown Improvement Fund, to a sum not to exceed $6,000 for alterations and improvements in Alumni Hall has been approved by the Finance Committee. This work was discussed in some detail at the last meeting of the Executive Committee. It includes a new floor, improved ventilation, some alteration in the wiring, replacement of present benches by more modern furniture, and whatever work is necessary on the truss which carries the north end of the second floor over the hall. It is not possible to determine just what work will have to be done with the truss until after Commencement when the members can be more carefully inspected.

Senior Corridor - It is planned to put hardwood floors in the rooms and corridors of the senior dormitory, in accordance with the recommendation which was approved by this Committee in Fourth Month.

In addition to the usual painting, papering and general repair, there are a few items which should be brought to the Committee's attention.

Painting - The woodwork of the north side of the main building and of the gymnasium should be painted as part of the general maintenance program. This will cost approximately $350 for the main building and $200 for the gymnasium.

Some repairs will have to be made to the cement walks. The cost of this work should not exceed $75.00.

Tennis Courts - Some resurfacing should be done on the black courts. These courts have been a very good investment. They have worn well, but after a number of years of use have begun to ravel and should have attention. Definite figures for this work have not been secured, but the cost will be from $300 to $400. At the same time a short section of fence should be built on the west side of these courts, at a cost of about $80.

Dish-Washing Machine - The dish-washing machine has been in use for many years. It may be possible to make satisfactory repairs this summer, but when it has been taken down for examination, it may seem desirable to replace it with a new one rather than make extensive repairs. A new machine with the necessary changes in plumbing and heating would cost in the neighborhood of $350.

In the Power House the replacement of certain worn parts in the steam plant will cost approximately $150.

For several years as the old bentwood chairs (used for such a long time in the dining room) have worn out, they have been replaced by a modern Windsor chair. It is recommended that this program be continued and such chairs as are necessary be purchased.

On the whole the plant is in good condition and the cost of the routine work should not be excessive.

The Financial Report up to Fourth Month was presented at the last meeting of the Committee and consequently there will be no report at this time. Collections for this month show some improvement over the corresponding month a year ago.

Respectfully submitted,

L Ralston Thomas

5/26/36 Headmaster

At a meeting of the Executive Committee of Moses Brown School held at the School Fifth Month 26, 1936,

Present: Edward Lyman Brown, Margaret G. Sisson, L. Ralston Thomas, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Headmaster's report was read and discussed, and we approve the particular items of repairs and improvements suggested therein.

The Committee hereby authorizes the Headmaster of Moses Brown School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums not exceeding $10,000 as may be necessary for summer expenses.

The Committee hereby authorizes the Headmistress of Lincoln School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums not exceeding $7,500 as may be necessary for summer expenses.

The Clerk made announcement that he had appointed Charles H. White, Charles P. Sisson, and Lyra T. Wolkins as a committee to recommend to this Committee a successor to Frances E. Wheeler as Headmistress of Lincoln School.

The Headmaster is authorized to dispose of the School automobile and to purchase a new Buick car in its place.

School Committee reports of Moses Brown School and Lincoln School were read and considered and we approve their presentation at the coming session of the Yearly Meeting.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

10/12/36

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

Enrollment - The Upper and the Lower Schools opened on Ninth Month 23rd and 30th respectively with exactly the same enrollment as a year ago. There is practically a full school in both departments. The Upper School boarding department is smaller than it has been for some years, for although the number of new boarders registered (23) was normal, the number of Fifth Form house boys (graduates and non-graduates) last year, together with a few boys who were asked not to return, was much larger than usual. The distribution of pupils in the Upper School could be better proportioned, but the places in the day department made available by a smaller house this year were filled, and the classrooms and laboratories are being used to capacity.

In the Lower School it would be possible to accept another ten or a dozen boys if they were to come at the right places, but all the grades have satisfactory enrollments and there is a gain of three boys (9-12) in Belmont, the Lower School house group.

Some of the problems in connection with the house group will be discussed later.

Staff - There have been the following changes in faculty: Neil W. Halkyard, science master, Bryce H. Jose, instructor in German and English, and Arthur L. Spencer, part-time teacher of Latin, did not return this year. Neil Halkyard and Bryce Jose were married during the summer and accepted

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positions in other schools where they could be accommodated with satisfactory living quarters. Arthur Spencer was able to secure a full-time Latin position.

Their places have been filled as follows: -

Clarence B. Eichman, a graduate of Susquehanna University with a Master's degree from the University of Michigan, will teach Chemistry and Physics. He has had eight years' experience in science and general administrative work, and comes to Moses Brown well qualified, both by training and experience, for the work here.

James S. Edwards, graduate of Brown University, will teach German and English and will have charge of some of the work in Speech.

Arnold L. Walz, B.A. and Phi Beta Kappa from Amherst, where he majored in Latin, will assist with the Latin.

In addition, Kenneth N. Hynes, B.S. and M.A. Tufts College, has accepted an interneship and will assist with English and Speech in the Upper School and have charge of some work in the Third and Fourth Intermediate Grades.

All these men will have charge of dormitories and will assist with the usual extra-classroom duties of boarding school masters.

In the Lower School Jean Engle, who was an assistant in the intermediate grades last year, has secured a regular position in the secondary school at Sidwell Friends, in Washington. Her place has been taken by Lydia W. Evans, a Friend, a graduate of Westtown School and Earlham College.

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Marjorie Murdock, who completed her work at the Wheelock School last year, has been engaged as an interne for the primary grades.

Curriculum Changes - A course in speech one period a week for the First, Second, Third, and Fourth Forms has been added to the Upper School program. This course will include oral reading, reading for appreciation, prepared and extemporaneous speaking, parliamentary procedure, debating, and some declamation. It is hoped through this course to give training in oral reading and speaking, and to improve diction and pronunciation.

An important though gradual change is being made in the course in Mathematics. Beginning with 1938, the restricted examinations in Mathematics, that is, examinations in Algebra, Plane Geometry, Solid Geometry, and Trigonometry, as such, will be discontinued by the College Entrance Examination Board, and for them will be substituted the so-called Alpha, Beta, and Gamma examinations in which Mathematics will be treated as a sequential subject, the examinations being tests at different levels. To prepare for this, the Mathematics department will have to reorganize its material. Because of transfers, to Moses Brown from the high schools, it is probable that parallel courses will have to be continued for some time, because the high schools may not make this change at once.

For many years at Moses Brown evening study in charge of the Senior Master or his assistant has been conducted in the school room. Boys whose academic work has been

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high have been excused from this and permitted to study in their rooms. The study hall undoubtedly has had some advantages, but where boys work in large groups, a certain amount of bustle and interruption is inevitable. This year an experiment is being tried. All house boys are now working in their rooms under the supervision of the corridor masters. They may secure help from the master on duty as easily as from a study hall superviser, they are free from interruption for the duration of their study period, they have a better opportunity to organize their own programs, and they have the experience of working "on their own." Thus far the plan has worked extremely well, and it is hoped that it will become a regular part of the school program.

Exchange Student - At the Committee Meeting in the spring, approval was given to the proposal that Moses Brown offer a scholarship for one of the International Schoolboy Fellowship exchange students. Under this arrangement, Reinhard Müller of Silesia, Germany, is a member of the student body and will remain here until Christmas time. He is a fine type of German schoolboy and his association with our boys and masters is undoubtedly beneficial to all concerned. Moses Brown School should make provision to have one of these boys in school each year. The cost to the School is very little; the benefit to all of us may be very great.

School Minister - Alexander Purdy will continue to have charge of the Meeting held at Moses Brown for the boys

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and the Lincoln School girls. It is planned to have him come this year approximately every other Sunday, and on the odd Sundays the boys will attend their own services in the city. In addition to the service in Alumni Hall, Dr. Purdy meets the older boys in a discussion group. His ministry here continues to be inspiring and helpful to all. The School is most fortunate to have this association with him.

Commencement - At the Commencement exercises last year, a class of forty-one boys was graduated. This probably was the largest class in the history of the School. In addition to the graduates, eight other boys, members of the Fifth Form, completed their college requirements during the summer or left school for work. Forty-three boys entered the following colleges this fall: Harvard, Yale, Princeton, Haverford, Amherst, Brown, Cornell, University of Pennsylvania, University of Michigan, Massachusetts Institute of Technology, University of New Hampshire, Bates, Middlebury, Duke, Rutgers, Purdue, Rhode Island State, Boston College, University of Cincinnati, Sweet's Business College, Acadia.

College Entrance Examination Board examinations were held at the School as usual in June, 61 boys taking 180 examinations. The examination results on the whole were reasonably satisfactory and although the percentage of passes was not quite so good as it was the previous year, it was in some respects better than had been anticipated. Last year's Fifth Form and this year's Fifth Form throughout their school course have

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contained rather more than their share of mediocre students. Each group has had its outstanding scholars, and some of the poorer students from an academic point of view have been among the finest boys in School. As contrasted with these two forms, the present First, Second, Third, and Fourth Forms are very good. We are of course interested in having good students at Moses Brown, but we are much more concerned in having a fine type of boy, and the faculty without exception is willing and anxious to give every boy all the help and encouragement possible. From the very nature of our work, however, we are not equipped to take care of any considerable number of boys who should be in general academic rather than in a college preparatory course.

Summer Work - In addition to the usual repair and upkeep there were a few special jobs which may be of interest to the Committee. The woodwork on the Gymnasium and on the north and west sides of the Main Building was painted, as was the interior of the Power House. Several walks were repaired, and a new walk was laid along the drive in front of Alumni hall. This walk was relocated in order to widen the drive as much as possible at this point. The tennis practice courts at the barn were resurfaced, and backstops were erected on the west side of the black tennis courts.

The work in Alumni Hall, which at first seemed to be rather a simple job, developed into one of the most important projects undertaken in many years. As originally planned, a new floor was to have been laid, one of the trusses repaired,

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and new seats installed. Before the work was finished, the whole interior of the wing from the basement to the third floor was virtually rebuilt. The engineer and the architect who examined the first truss both declared that it was in an unsafe condition and never had been built to carry the load for which it was originally designed. On examination, the other trusses, although not in such bad condition as the first one, were declared to be unsafe, and as the work progressed, other conditions were found which required attention. All the trusses, seven in number, were reinforced with metal and additional struts and tie-rods. The plates carrying the partitions were replaced with metal. When all the main members had been made secure and had passed inspection, the second floor was rebuilt. On the first floor some changes were made from the original plan, because it was found that many of the heavier timbers, although not unsafe, were in such condition as to eliminate their use for permanent work. Consequently all supporting timbers were renewed. The under flooring was laid on 2X12s and 3X12s on 12" centers, which is practically mill construction, so that the floor will now carry almost any load which can be put on it. The cost of this work far exceeded the original estimates, but once the condition was known, there was no choice but to go ahead with the work, do it properly, and make the building entirely safe. The older boys now have a new, attractive dormitory. Alumni Hall has been changed and improved, and at the same time the dignity of this fine room has been maintained.

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MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Gift to School - At the close of the school year, Mrs. Richard S. Moore presented the School with a fine oil painting. Her two boys had both gone all the way through Moses Brown from the first grade. Frederick, the younger son, graduated last year. Because of family financial reverses, considerable help had been given Fred for the last three years to enable him to complete his school course. In appreciation, Mrs. Moore presented to the School a fine painting which has hung in their home for a number of years. We are pleased to have the picture and are grateful to her for this expression of her appreciation.

There are two matters which the Headmaster would like especially to bring to the attention of the School Committee.

The small group in the boarding department this year probably has no particular significance. With a smaller number of boys of the Fifth Form in the house, it is probable that there will be an increase in the number of boarders next fall. There are, however, certain problems in connection with the boarding department which should receive your consideration. There are always at Moses Brown a few boys from a distance, but for the most part we have drawn our boys from New England, especially from near-by communities. With the improvement in transportation and the ease of commuting, students from Fall River, Woonsocket, and Bristol who ten years ago would have been boarders, are now day boys and commute. Many others in the house are on a five-day basis. That is, they come to

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school Sunday evening, and Friday or Saturday, when their week's work is finished, return home for the weekend. The boys who live at a distance or who for any reason do not have the weekend privilege, naturally feel that they are at a disadvantage, in spite of the program of activities planned for them by the School. In recent years there has been a rather rapid growth in the five-day boarding group, and probably very little can be done about it because to refuse these boys admission here would be simply to turn them over to another local school which has been emphasizing its five-day program.

Another problem in connection with the boarding group is created by the emphasis now being given to winter sports throughout New England, and by the desire of parents to send their sons to the country rather than to the city. At Moses Brown every effort is made to capitalize the advantages of the city location, accessibility to museums, libraries, concerts, art exhibitions, etc. The problem of travel enters into this situation also to some extent, because only boys from a distance now travel by train or boat. All others come by automobile, and it is just as easy for parents to drive from the city to the country as it is from one city to another, and a hundred miles is no longer any trip at all. The Headmaster does not wish to imply that this is a situation which suddenly has become critical. That is not the fact. It may be that we shall always want to operate our boarding department much as we have operated it for many years. There are, on the other hand, a number of

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problems which should be studied over a period of years, and it is recommended that a small committee be appointed to assist the Headmaster in this study. This committee should consider such questions as our policy toward the five-day boarder, the type of program which might make a better appeal to the full-time house boy, how provision can be made for winter sports and other out-of-door activities, and in general the organization of the house group.

Dancing - Moses Brown offers a boy many advantages. The program has been planned with a view to his needs in character building and spiritual development, his academic preparation, his physical growth, and much has been done also on the social side. There is, however, a lack in our present program of certain social advantages which we should offer the children in our care. Lincoln School and Moses Brown School arrange joint activities for some of the students. The "Social" however, which gave considerable pleasure to some boys and girls of other generations, is not received with much enthusiasm by the modern teen age. They are accustomed to dancing, they enjoy it, and to them it is a normal social activity. It is an activity which should be part of our own school program. A number of our boys and girls, when they have gone to college, express regret that in the Schools they did not have an opportunity for this type of recreation. The refusal of the Schools to permit dancing does not eliminate dancing. Each School has every year what is known as the "senior prom." This does not receive the approval of the Schools, but is organized entirely

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by committees of students, in some cases with the cooperation of parents, in other cases without parental assistance. These dances as a general rule reflect no credit on the Schools, and yet it is virtually impossible to deal with the situation effectively excepting by substituting for the country club dances, dances of our own. The Headmaster of Moses Brown and the Headmistress of Lincoln have tried faithfully to carry out the Committee's wishes in this matter, but they earnestly recommend that permission be given them to allow dancing at the Schools at such times and under such conditions as may seem to them wise.

Finances - With this report are submitted the financial statement for the fiscal year ending Sixth Month 30, 1936, a comparison of expenditures with budget estimates for the same period, and a budget for the current fiscal year. For the twelve months ending Sixth Month 30, the unexpended income was $5,494.69. In addition, $5,000 was set aside for bad debts, the installation of the Diesel engine, $2541.81, was paid for out of current income, and $2241.40 of new equipment purchased. During the fiscal year also the balance on the Lower School Gymnasium was paid. The total cost of converting the barn into a gymnasium was $5111.27. This was covered by income from the Moses Brown Improvement Fund over a period of two years.

Because of the smaller house group this year, the income for the year is approximately $7900 smaller than last year, and expenditures for the 1936-37 school year have been budgeted accordingly. As the budget is set up at present, the income this year will exceed the expenditures by approximately $3663.

MOSES BROWN SCHOOL
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L. RALSTON THOMAS, HEADMASTER

In the current budget, teachers' salaries have been estimated at the base rate, without the 5% which it was agreed to add if possible. It is probable that as the year progresses funds will be available to pay all or a considerable part of this increase.

The total cost of the alterations in the Alumni Hall wing was $16,678.72. In addition, there will be a charge of approximately $1000 for the new seats. It is obvious that this cannot be taken from current income, and it is recommended therefore that the Headmaster be permitted to borrow from the Board of Managers of Investments and Permanent Funds the sum of $17,500, this to be repaid as rapidly as possible from the income of the Moses Brown School Improvement Fund and from such unexpended income as may be available from time to time.

The cost of the improvements in the Alumni Hall wing was far in excess of original estimates, but the conditions found there could not have been forseen. Once the conditions were discovered, however, there was no choice but to correct them and complete the work by the opening of School. The architect, the Headmaster, and the superintendent followed the work very closely, there was little lost motion, and the money expended has been expended to good advantage. By distributing the cost over three or four years, it can be taken care of satisfactorily and should not be an undue burden.

Respectfully submitted,
L. Ralston Thomas
Headmaster

10/13/36

At a meeting of the Executive Committee of Moses Brown School held at the School Tenth Month 13, 1936

Present: Edward Lyman Brown, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

Excuses for absence were given on behalf of two absent members.

The records of the last meeting were read and approved.

The Committee appointed to recommend a successor to Frances E. Wheeler as Headmistress of Lincoln School reported that they had given consideration to the matter and that in their judgment there is no necessity for immediate action. The Committee is continued and requested to make a report at such time as seems to them advisable.

The Headmaster announced that of the $10,000 borrowing authorized by the Committee at its last meeting, only $5,000 was actually borrowed and that would be repaid in the immediate future.

The complete reading of the Headmaster's report was omitted for lack of time, but several special items were discussed.

We approve the expenditure of $16,678.72 already incurred for repairs and improvement in Alumni Hall.

The Headmaster is hereby authorized on behalf of Moses Brown School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums, not exceeding $18,000, as may be necessary on account of repairs and improvements in Alumni Hall.

We direct that the method of raising funds to liquidate the indebtedness caused by Alumni Hall repairs and improvements be left to the Finance Committee with power to act as they deem advisable.

Adjourned

(Signed) Edward L. Macomber
Recording Clerk

2/2/37

To the Executive Committee in Charge of Moses Brown School:

Health - During the first half year the health of the School has been quite normal. Since the Christmas holidays there has been an epidemic of colds and grippe which has kept a number of boys out of school for short periods. The cases have been severe, but of short duration, and thus far the School has been fortunate in escaping any serious illness. There have been two cases of appendicitis (one day boy and one house boy) but they are recovering normally. The unseasonable weather has made it difficult to plan a good sports program, but on the whole the work has gone ahead satisfactorily.

This year for the first time in a decade the School has regularly organized basketball. The game is restricted to the Middlers (14 and 15 year old boys) who are playing in the Private School Middlers League. In order to provide adequate playing space, the Lower School Gymnasium has been set aside for them after four-thirty in the afternoons.

Change in Program - The room study plan inaugurated for the house boys this year is working out well.

Following the meeting of the Committee in the fall, at which time approval was given to have a series of dances this winter, a dance was held for the Fourth and Fifth Forms. This was successful in every particular. The second dance (for the first three forms) took place on First Month 29.

Notices of these changes appeared in a recent number of the Bulletin, and the School has been commended by parents and alumni for the progress which they believe has been made.

Faculty arrangements for next year have been delayed until after this meeting of the Executive Committee. The salary schedule for this year was to be determined to some extent by the financial condition of the School at this time, and some decision should be made also as to restoring next year another portion of the cut which was made some years ago.

Because of the change in the Mathematics requirements of the colleges which will become effective in 1938, it will be necessary to add another man to the Mathematics Department next year. Some additional help will be necessary also in English. For some time the School has had one or two men each year who have been willing to accept part-time work teaching in combination with graduate work at the University. This has effected a considerable saving in salaries, but whether the plan can be continued must necessarily depend on the availability of men interested in a combination of this kind. Excepting for one possible resignation of a part-time teacher and two changes in one-year assistants, the Headmaster knows of no other probable vacancies.

The German Exchange Student, Reinhard Müller, returned to his home in Germany just before the Christmas holidays. When he left the School, the boys, without any suggestion from the faculty, presented him with a fine silver plate suitably engraved. The School very much enjoyed having Reinhard as a member of the student body during the fall, and he undoubtedly benefited tremendously by the experience.

Maintenance and Repair - During the fall there has been the usual maintenance and repair work, but this has not been abnormal in amount. The old wire fence along the back drive has been replaced by a single, heavy strand of wire on metal posts. This has very much improved the appearance of that part of the campus. Metal goal posts also were erected on the first and second squad football fields.

Skating - For several years the School has had an arrangement with the Auditorium for skating one day a week between Christmas and the spring holiday. This cost $300, and while it was appreciated by parents and students, in the last year or two it has not been entirely satisfactory and has presented some rather serious difficulties. It did not seem wise to discontinue the use of the Auditorium without

attempting to provide a satisfactory substitute. At the urgent suggestion of certain members of the faculty, it was decided this fall not to re-engage the facilities of the Auditorium, but to use the money to provide a small rink on our own grounds. In Twlefth Month a rink was built east of the stone barn. Because of unexpected difficulties, including the breaking of two sewers and very bad weather, the cost of this work was $200 more than had been anticipated. We were successful, however, in making a small rink which holds water reasonably well. Up to this time there has not been any ice suitable for skating, but it is hoped that before the winter is over considerable use can be made of the rink.

If this works out satisfactorily, the rink should be increased in size this summer. Although no estimates are available, it is probable that for an expenditure of an additional $600 or $700, the present facilities for skating could be increased to provide a really adequate skating surface. It is recommended that this be done.

Electrical Work - Early in the fall the School was informed (by the city) that it must conform to the new standards for electrical wiring in all the buildings on the campus. This has necessitated the establishment of a common ground, the polarizing of all fixtures, changes in the method of fusing, and changes also in the control boxes. Although all the wiring in the building had been approved by city inspectors and by the insurance companies, the School had no choice but to make the changes recommended. An electrician was engaged and he has been working, under the superintendent's direction, to bring all the electrical work up to the standard required.

A major part of the plant has been rewired within the last ten years, and no large amount of new material is necessary, but it will take several months to make all changes. There are about the buildings a few places in which the old wiring is still used. When this can be replaced by new

material without too great an increase in cost, the change is being made. When this work has been completed, it should not be necessary to spend any large sums in the replacement or maintenance of the wiring for some years.

Bake Oven - Since the old brick oven in the bakeshop was torn down ten years ago, the School has used gas for baking. The oven which was installed at that time has just about outlived its usefulness, and because of lack of proper insulation it was expensive to operate. During the last year the possibility of using coal for fuel for baking has been investigated, and at Thanksgiving time a Jay-Bee oven with a Junior Electric Furnace Man was installed by the Safe-Way Heating Company. This oven cost $560. It has been installed on approval and is to be paid for by the saving in fuel consumption. The Company has estimated that this saving will average about $25. a month during the school year.

New Prize - Francis W. Jacob, M.B. '14, William B. Jacob, M.B. '19, Ralph S. Damon, M.B. '14, Donald R. Jacob, and Charles R. Jacob (the Second) have offered the School a prize for exceptional excellence in German in memory of Charles Richard Jacob, teacher of modern languages at Moses Brown for twenty-five years. This offer is contained in a formidable document which the Headmaster informed the donors would be submitted to the Committee for its decision.

Gifts - Since the last meeting of the Committee, the School has received the following gifts:

From Hope Vinton of Providence, a number of German books.
From William C. Poland, a former student, a copy of *The Life and Work of Moses Homer Bixby* by Jennie Bixby Johnson.
From "a graduate of Yale," a copy of *From School through College* by Henry P. Wright, Dean of Yale College from 1884 to 1909.
From Henry D. Sharpe, a handsomely framed lithograph of Moses Brown. This is now in the Headmaster's office.
From W. Easton Louttit, Jr. (M.B.'21), a memento in the form of an autograph note of George Fox, 1624-1691, in which the writer gives instructions as to the binding of a volume of tracts. This carries a notation by Moses Brown, indicating how it had come into his hand. It is a most interesting addition to the school collection.
From George R. Smith ('78), a gift of $100, to be used as the School sees fit.

The Headmaster wrote George R. Smith for permission to use the one hundred dollars for books for the library.

Rhode Island Unemployment Compensation Board - After consultation with Charles Sisson, the School filled in and returned the preliminary blank sent us by this Board.

A month ago a request was made for the payroll summary from First Month 1, 1936 to Tenth Month 1, 1936. These were addressed to the Treasurer. On the sixteenth of First Month, the Treasurer, at the Headmaster's suggestion, wrote the Board:

> "We have received several blanks to be filled out for the Unemployment Compensation Board. These have not been filled out, as we understand we are exempt under the provisions of this Act, as no part of our net earnings inures to the benefit of any private shareholder or individual. However, this matter will be taken up when the School Committee meets in February."

A decision in this matter should be made by the Committee.

The Headmaster understands that Brown University is not participating.

Finances - With this report are submitted the financial statements for the six months ending Twelfth Month 31, 1936, the comparison of expenditures with the budget estimate, and the cash account for the same period.

Respectfully submitted,

L Ralston Thomas

Headmaster

2/2/37

At a meeting of the Executive Committee of Moses Brown School held at the School Second Month 2, 1937

Present: Edward Lyman Brown, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The records of the last meeting were read and approved. The Headmaster's report was read.

The documents referring to a proposed gift for a prize for excellence in German in memory of Charles Richard Jacob were read to the Committee by the Headmaster, and the Committee wishes to express to Francis W. Jacob and the others its appreciation for their continued interest in the School. The Committee would greatly appreciate a prize in memory of Charles Richard Jacob, but it is contrary to the School's present policy to award prizes on the basis of special examination and consequently it doesn't seem wise to accept the conditions suggested. If Francis W. Jacob and the others would like to give a prize for excellence in German in memory of Charles Richard Jacob and would permit the Headmaster and faculty to award it on the basis of other prizes of ~~like~~ the kind, the Committee would gratefully accept such a prize. The Headmaster is requested to communicate with Francis W. Jacob.

Work already done in the construction of a skating rink is approved, and the Headmaster is authorized to enlarge the rink in the future if means for that purpose are available.

We approve the Headmaster's recommendations regarding proposed electrical work.

The Committee believes that the reduction made in teachers' salaries should be repaid as rapidly as funds permit. The question of paying the additional 5% of faculty salaries for the first half of the year 1936-1937 is referred to the Headmaster and the Finance Committee with power.

The Headmaster is directed to take up with Charles P. Sisson the question of preparation of suitable papers for

2/2/37

presentation to the Permanent Board at its meeting this month in order that proper authority may be secured from them for collection of accounts due the School, for signing of school contracts, and for the sale of real estate collected in payment of bills due the School.

Adjourned

(Signed) Edward L. Macomber

Recording Clerk

4/-/37

To the Executive Committee in Charge of Moses Brown School:

Health - In spite of the unseasonable weather and the almost complete absence of skating and coasting, the winter term progressed satisfactorily. On the whole the health of the School since the last meeting of the Committee has been normal. Because of an epidemic of measles in Providence, the boys who had not had the disease were excluded from two of our grades for short times. There were also two cases of scarlet fever in the Third Grade, and the grade was closed for a few days, but neither of these cases was due to any contact at School.

Donald Murdock, a third grade boy who had been at Moses Brown for two and one-half years, died with an influenza infection following a short illness. Donald's father, a graduate of Moses Brown in the Class of 1920, died several years ago very suddenly with a streptococcus infection under somewhat similar circumstances. The School extended its profound sympathy to Virginia Murdock, Donnie's mother, who has been most courageous. It is her wish to establish some memorial for her boy and the Headmaster and Faculty are now working with her to develop a mutually satisfactory plan.

Faculty Arrangements - During this term one of the most important items of business is the staff arrangements for next year. With the approval of the Finance Committee, the Headmaster has re-engaged the present staff with a 5 per cent increase in salary above the base of this year.

James S. Edwards, a teacher of German and elementary English, is not returning.

Kenneth N. Hynes, who has been an interne this year in the upper intermediate grades and the Upper School, and Olive L. Puffer, a kindergarten interne, have both completed their terms of service.

Robert M. Merritt, Jr., a graduate of Moses Brown and Amherst, part-time teacher in Biology for two years, has been appointed a full-time teacher in English and Biology.

It will be necessary to secure a teacher of German and English, and an additional full-time teacher in Mathematics.

It is probable that Marjorie Murdock, who has been an interne in the primary grades this year, will take up work on the same basis in the Pre-Primary Grade next fall. This would make an opportunity for another interne in the primary grades.

New teachers to fill these needs have not been engaged as yet, but a few candidates have been interviewed and proper selection will be made in due time. It is a satisfaction to have so few changes in a staff of this size.

The Finance Committee approved also the payment, at the end of this year, of an additional 5 per cent on the second half year's salary to the teachers whose salaries were reduced some years ago. This is a modification of the arrangement made with these teachers last year.

Jacob Prize - The Headmaster communicated with Francis W. Jacob in accordance with the recommendation of the Executive Committee with regard to the proposed gift of Francis Jacob and others of a prize for excellence in German in memory of Charles Richard Jacob. No reply has been received to the letter.

Permanent Board Authorization - The Headmaster discussed with Charles Sisson the question of the preparation of suitable papers for presentation to the Permanent Board at its meeting in Second Month in order that proper authority might be secured from them for the collection of accounts due the School. The Permanent Board approved the minute presented, and the Treasurer of the Yearly Meeting was authorized to sign for the Yearly Meeting such legal documents as may be required in the collection of accounts.

With regard to authority for the sale of real estate acquired in payment of bills due the Schools, Charles Sisson informed the Headmaster that the mortgage accepted some time ago had not been put in the name of the Yearly Meeting and no specific authority therefore was necessary from the Permanent Board.

Maintenance and Repair - Good progress has been made in the program of modernizing the electrical wiring to meet the new specifications. All the detached buildings (barn and Lower School gymnasium, Studio, Upper School gymnasium, and the two cottages) have been completed, as have the east wing of Middle House, the alumni hall wing, and the Lower School. One man is working at this continuously. This has been an unanticipated expense to us this year, and will be a constant expense until the work has been entirely completed, after which time the wiring should require little attention for a number of years.

The other maintenance and repair work has been about as usual.*

During the spring it is proposed to continue the program of fertilizing and spraying the trees, and fertilizing the grounds, with perhaps a little greater emphasis on some of the athletic fields which suffer particularly because of constant use. It is probable also that a number of shrubs will have to be replaced and a few young trees planted. The beauty of the grounds is an important factor in the charm of Moses Brown School, and the grounds can be maintained and improved only by persistent care and foresight.

Current Affairs Contest - In Second Month the three upper forms participated in the Current Affairs Contest sponsored by the magazine TIME. The boys made a good showing in this test. It is astonishing how much knowledge some of the boys have about national and international affairs and equally astonishing how little information others have about the same subjects. It has not been feasible, and probably it is not desirable to offer a course in current affairs as part of the curriculum, but it is hoped that some plan can be worked out by which the school as a group may have more speakers on current subjects. The fifth

Proscenium Club - On the night before the spring holiday, the Proscenium Club, with the assistance of the girls from Lincoln School, presented its annual three-act play, this year giving Cosmo Hamilton's "The New Poor." Alumni Hall was packed. These plays have become very popular, and the quality of work in dramatics has improved tremendously in recent years. The Club took in over $160 with which they will pay all the expenses of the production and add to the Club's stage equipment.

Friends' World Conference - Immediately following the Friends' World Conference in Philadelphia early in Ninth Month, it is proposed to take advantage of the services of visiting Friends and hold in New England another conference in order that New England Friends who could not go to Philadelphia may benefit by some of the fine things of the World Conference. Moses Brown School, with the assistance of Lincoln School, is the logical place for such a conference. It has been assumed that the School Committee would approve the use of the school plants for this purpose.

Library - The Headmaster is interested in keeping before the Committee the School's need for an adequate library. One of the important problems in this connection is how to provide for the intermediate classes which are now held in the east wing of Middle House. The rooms of the Second and Fourth Intermediates, formerly used for girls' sitting room and study hall, would make an ideal library and the cost of establishing a library there would be only a few hundred dollars more than the cost of equipment. Providing space for the classes is, however, a very difficult matter and some additional building would be necessary. If the School's need is sufficiently recognized, it is possible that there are among Friends and interested friends of the School, those who would be willing to make substantial contributions to a permanent improvement of this kind. Perhaps members of the Committee will know of those who might be stimulated to serious consideration of such a project.

Finances - With this report are submitted the financial statements for the nine months ending Third Month 31, 1937, the comparison of expenditures with the budget estimate, and the cash account for the same period.

In general the budget is working out satisfactorily. At present the total expenditure is one per cent more than the amount budgeted for this period.

Respectfully submitted,

L. Ralston Thomas

4/13/37 Headmaster

3/4/37

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

Health - In spite of the unseasonable weather and the almost complete absence of skating and coasting, the winter term on the whole was satisfactory. The health of the School has been normal. There were some cases of measles and because of an epidemic of this disease in Providence, the boys who had not had the disease were excluded from some of the classes for short times. There were also two cases of scarlet fever in the Third Grade and the class was closed for a few days, but neither of these cases was due to any contact at School.

Donald Murdock, a third grade boy who had been at Moses Brown for two and one-half years, died with an influenza meningitis following a short illness. Donald's father, a graduate of Moses Brown in the Class of 1920, died several years ago very suddenly with a streptococcus infection under somewhat similar circumstances. In memory of her son, Virginia Murdock, Donald's mother, has established a memorial for her boy. She has given the School the sum of $250, the income of which is to be used to purchase books, pictures, or other special equipment for Donald's group as long as it is in School, and after that time is to be used for the benefit of the Third Grade each year.

Basketball - This year for the first time in a decade the School has had regularly organized basketball. The game was restricted to the Middlers (fourteen and fifteen year old boys) who played in the private school Middlers League.

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Change in Program - The room study plan inaugurated for house boys this year has worked out very well, and it is planned to continue it in the future.

Following the meeting of the Committee in the fall, at which approval was given to have a series of dances this year, dances were held for the I, II, III Forms, for the IV and V Forms, and for the whole Upper School. These have been successful in every particular. Notices of these changes appeared in the Bulletin and the School has been commended by parents and alumni for this enterprise. It is proposed to have another dance at the end of the year for the seniors.

Faculty Arrangements - During this term one of the most important items of business is the staff arrangement for next year. With the approval of the Finance Committee the Headmaster has re-engaged the present staff with a few exceptions with a 5 per cent increase in salary over the base of this year. The Finance Committee approved also the payment of an additional 5 per cent at the end of this year on the second half year's salary. This was a modification in favor of the School of the program adopted a year ago. The salary arrangement for next year does not involve the possibility of a further increase on a percentage basis but is in fact establishing a new salary schedule.

Because of the change in the mathematics requirements which will become effective in 1938 it will be necessary to add another full-time man to the mathematics department next year. There will be also a few other minor changes in staff.

5/4/37

James S. Edwards, a teacher of German and elementary English, is not returning. Kenneth N. Hynes, who has been an interne this year in the upper intermediate grades and the Upper School, and Olive L. Puffer, a kindergarten interne, have both completed their terms of service.

Robert M. Merritt, Jr., a graduate of Moses Brown and Amherst, and a graduate student at Brown University, part-time teacher in Biology for two years, has been appointed a full-time teacher in Biology and English. New teachers to fill the vacancies have not been engaged as yet, but candidates are being interviewed and proper selection will be made in due time. It is a satisfaction to have so few changes in a staff of this size.

German Exchange Student - The German exchange student, Reinhard Müller, returned to his home in Germany just before the Christmas holidays. When he left the School, the boys, without any suggestion from the faculty, presented him with a fine silver plate suitably engraved. The School very much enjoyed having Reinhard as a member of the student body during the fall, and he undoubtedly benefited tremendously by the experience. Since his return to Germany, Reinhard has written the headmaster two letters; and he has maintained a correspondence also with a few of the boys. Exchange students, both British and German, have a real contribution to make to the life of a school of this kind, and Moses Brown unquestionably contributes something of value to the thinking of these foreign boys who are enrolled here.

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Current Affairs Contest - In Second Month the three upper forms participated in the Current Affairs Contest sponsored by the magazine TIME. The boys made a good showing in this test. It is astonishing how much knowledge some of the boys have about national and international affairs and equally astonishing how little information others have about the same subjects. It has not been feasible, and probably it is not desirable to offer a course in current affairs as part of the curriculum, but it is hoped that some plan can be worked out by which the school as a group may have more speakers on current subjects. The Fifth Form American History Class has ten memberships in the Foreign Policy Association, and some opportunity is offered also for discussion of current affairs with a few of the assembly speakers, but the ground has not been covered as adequately as it should be.

Skating Rink - For several years the School has had an arrangement with the Auditorium for skating one day a week between Christmas and the spring holiday. This has cost $300, and while it was appreciated by parents and students, in the last year or two it has not been satisfactory and has presented some rather serious difficulties. It did not seem wise to discontinue the use of the Auditorium without attempting to provide a satisfactory substitute. At the urgent suggestion of certain members of the faculty, it was decided this fall not to re-engage the facilities of the Auditorium, but to use the money to provide a small rink on our own grounds. In Twelfth Month a rink was built east of the stone barn. Because of unexpected difficulties,

5/4/37

including the breaking of two sewers and very bad weather, the cost of this work was $200 more than had been anticipated. We were successful, however, in making a small rink which held water reasonably well. Because of the lack of cold weather during the winter there was ice suitable for skating only on two occasions. When funds are available this rink should be increased in size to provide a really adequate skating surface. Such a rink on our own grounds would solve a number of problems in connection with the winter program.

Bake Oven - Since the old brick oven in the bakeshop was torn down ten years ago, the School has used gas for baking. The oven which was installed at that time had just about outlived its usefulness, and because of lack of proper insulation it was expensive to operate. During the last year the possibility of using coal for fuel for baking has been investigated, and at Thanksgiving time a Jay-Bee oven with a Junior Electric Furnace Man was installed by the Safe-Way Heating Company. This oven cost $560. It was installed on approval and is to be paid for by the savings in fuel consumption. The Company has estimated that the saving will average about $25 a month during the school year.

Maintenance and Repair - During the year there has been the usual maintenance and repair work but with one exception this has not been abnormal in amount. The old wire fence along the back drive was replaced by a single, heavy strand of wire on metal posts. This very much improved the appearance on the north side of the campus. Metal goal posts were erected on the first and second squad football fields.

Early in the fall the School was informed (by the city) that it must conform to the new standards for electric wiring in all the buildings on the campus. This has necessitated the establishment of a common ground, the polarizing of all fixtures, changes in the method of fusing, and changes also in the control boxes. Although all the wiring in the buildings had been approved by city inspectors and by the insurance companies, the School had no choice but to undertake the changes recommended. An electrician was engaged and he has been working under the superintendent's direction. A major part of the plant has been rewired within the last ten years, but it will take nearly a year to make all the changes. There are about the building a few places where the old wiring is still used. When this can be replaced by new material without too great an increase in cost, this is being done. Good progress has been made. All the detached buildings (barn and Lower School gymnasium, Studio, Upper School gymnasium, and the two cottages) have been completed, as have the east wing of Middle House, the alumni hall wing, and the Lower School. This has been an unanticipated expense to us this year, and will be a constant expense until the work has been entirely completed, after which time the wiring should require little attention for a number of years.

During the spring the maintenance program has included the fertilizing and spraying of the trees, and fertilizing the grounds, with greater emphasis this year on some of the athletic fields which suffer particularly because of constant use. A number of shrubs will have to be replaced and a

few young trees planted. The beauty of the grounds is an important factor in the charm of Moses Brown School, and the grounds can be maintained and improved only by constant care and foresight.

Friends' World Conference - Immediately following the Friends' World Conference in Philadelphia early in Ninth Month, it is proposed to take advantage of the services of visiting Friends and hold in New England another conference in order that New England Friends who could not go to Philadelphia may benefit by some of the fine things of the World Conference. Moses Brown School, with the assistance of Lincoln School, is the logical place for such a conference. It has been assumed that the School Committee would approve the use of the school plants for this conference.

Library - The Headmaster is interested in keeping before the Committee the School's need for an adequate library. One of the important problems in this connection is how to provide for the intermediate classes which are now held in the east wing of Middle House. The rooms of the Second and Fourth Intermediates, formerly used for girls' sitting room and study hall, would make an ideal library and the cost of establishing a library there would not involve a large expenditure above the cost of equipment. Providing space for the classes is, however, a very difficult matter and some additional building would be necessary. If the School's need is sufficiently recognized, it is possible that there are among Friends and interested friends of the School, those who would be willing

to make substantial contributions to a permanent improvement of this kind. Perhaps members of the Committee will know of those who might be stimulated to serious consideration of such a project.

Gifts - Since the last meeting of the Committee, the School has received the following gifts:

From Hope Vinton of Providence, a number of German books.
From William C. Poland, a former student, a copy of The Life and Work of Moses Homer Bixby by Jennie Bixby Johnson.
From "a graduate of Yale," a copy of From School Through College by Henry P. Wright, Dean of Yale College from 1884 to 1909.
From Henry D. Sharpe, a handsomely framed lithograph of Moses Brown. This is now in the headmaster's office.
From W. Easton Louttit, Jr. (M.B.'21), a memento in the form of an autograph note of George Fox, 1624-1691, in which the writer gives instructions as to the binding of a volume of tracts. This carries a notation by Moses Brown, indicating how it had come into his hand. It is a most interesting addition to the school collection.
From George R. Smith ('78), a gift of $100, to be used as the School sees fit. The Headmaster wrote George R. Smith for permission to use the one hundred dollars for books for the library.
From Virginia H. Murdock, $250 as a memorial to her son, Donald Aldrich Murdock. The income from this fund is to be used for classroom materials.

In addition, Francis W. Jacob and others offered a prize for excellence in German in memory of Charles Richard Jacob. As the terms proposed by the donors did not conform to the policy of the School in such matters, the Headmaster, with the approval of the Executive Committee, suggested certain changes. No reply, however, has been received to that letter.

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Finances - With this report are submitted the financial statement for the ten months ending Fourth Month 30, 1937, the comparison of expenditures with the budget estimate, and the cash account for the same period. In general the budget is working out satisfactorily.

Respectfully submitted,
L Ralston Thomas
Headmaster

5/4/37

To the Executive Committee in Charge of Moses Brown School:

The report to the general Committee today will be a summary of the reports already made to the Executive Committee at its meetings Second Month 2, 1937 and Fourth Month 13,1937.

There are , however, three items which should be brought to the attention of the Executive Committee.

Donald Aldrich Murdock - At the last meeting the Headmaster reported that Virginia H. Murdock, the mother of Donald A. Murdock, who died in Second Month, wished to establish some memorial for her boy. The Headmaster submitted a suggestion as to the form this memorial should take, and Virginia Murdock accepted it. She has turned over to the School a check for $250; the income will provide each fall for the purchase of books, pictures, or other special equipment for the use of Donald's class, 1946. This material is to be marked to indicate that it was given in memory of Donald Aldrich Murdock. When the class of 1946 has graduated, then the income is to be used by the Third Primary Class each year in the same manner. The terms of this gift are sufficiently broad so that in the future there should be no embarrassment in the use of the funds thus provided, and the classes will have made available year after year material useful to them. It is a fine thought on the part of Virginia Murdock, and the Headmaster has expressed to her personally and by letter the School's appreciation of the gift.

Summer Work - It is proposed for this summer, in addition to the usual maintenance work of papering, painting, etc., to undertake only three small improvements.

On the second floor landing of the stairs from the kitchen to the helps' quarters, a partition should be built to cut off the stairwell from the main corridor. The second floor corridor is now used as a thoroughfare to the girls' old gymnasium and between Middle House and Alumni Hall, to avoid the Intermediate Classrooms.

At the head of the stairs on the Third Floor at the east end of the main building, the partition should be extended to the ceiling and a door installed to cut off the girls' old gymnasium from the stairs. This will eliminate both noise and draft.

On the teachers' third floor corridor, the bathroom is a relic of old Belmont. It is not only unattractive in itself, but in order to reach it, the teachers have to go off the corridor proper and they do not have the privacy they should have. It is proposed to install a bathroom on the corridor in a room formerly used as a bathroom and now used as a storeroom. The stacks and water pipes are there and the job will involve only the installation of fixtures and the necessary carpentry and painting.

It is estimated that the total cost of these three jobs should not exceed $600.

New Furniture - For several years equipment for the dormitory rooms has been purchased only as it has been needed to replace worn out material. As a step toward making the dormitories more attractive it is proposed this summer to refurnish Belmont so that the equipment in that dormitory will be uniform. Many of the beds, chairs, desks, and bureaus now used in Belmont will then be available to replace less desirable equipment in other rooms. It is very difficult to find entirely suitable boarding school furnishings. By completely furnishing one dormitory with what seems to us the best material available, we can give that material a year or two of use to see how it will stand up before it is necessary to purchase additional material in any quantities for the other dormitories.

Finances - With this report are submitted the financial statement for the ten months ending Fourth Month 30, 1937, the comparison of expenditures with the budget estimate, and the cash account for the same period. In general the budget is working out satisfactorily.

Respectfully submitted,

Ralston Thomas

Headmaster

5/4/37

At a meeting of the Executive Committee of Moses Brown School held at the School Fifth Month 4, 1937

Present: Edward Lyman Brown, Alexander C. Purdy, Charles P. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Minutes of the last meeting were read and approved.

The Headmaster's report was read and considered.

In addition to the usual summer maintenance work, we approve the expenditure of $600. for the building of two partitions and installation of a bathroom as suggested in the report of the Headmaster.

We also approve the purchase of new dormitory furniture and equipment for Belmont, in order to make the equipment both uniform and attractive.

The Committee appointed at the special meeting in Fourth Month to report relative to an increase in the headmaster's salary, not being ready to report at this time are continued to the next meeting of this Committee, the date of which is hereby changed from Fifth Month 25, to Sixth Month 1, 1937.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

To the Executive Committee in Charge of Moses Brown School:

The Seventh Annual Father and Son Day was held on Fifth Month 21, 1937. The day was warm and sunny, following rains earlier in the week, and from point of view of weather, was one of the best days this spring.

Mothers always have attended the Lower School Field Day in the morning and this year they were specifically invited for those activities. Some changes were made in the program for this year, to provide for more leisure time in the early afternoon. Luncheon in the grove at one o'clock was followed by a free period of an hour, and at 2:30 the Varsity ball game with Attleboro High School and a father and son tennis tournament began. In the late afternoon, following the Varsity ball game, there were soft ball baseball games for fathers and sons. At the dinner in the evening William H. Edwards, of the class of 1915, was the speaker, and the program closed with an entertainment in Alumni Hall in which the school orchestra and glee club participated. At the luncheon in the grove more than 600 fathers and sons were served, a larger group than any other year. Music was provided by a W.P.A. band of twenty-nine pieces. Nearly 400 sat down to dinner in the gymnasium in the evening. Probably the group present throughout the day was larger than for any previous Father and Son Day, but the success of the enterprise should not be measured in terms of numbers. The interest and enthusiasm of so many fathers who are willing to take a day away from their business to spend time with their sons at School is indicative of the spirit shown on these occasions.

One of the outstanding events of the spring also is the annual exhibition of Lower School work. This was held on the afternoon and evening of Fifth Month 27. Parents and other friends of the School always come to Alumni Hall in large numbers, some grades showing a one hundred per cent attendance of parents. The material displayed is for the most part the regular classroom work of the students, with a few special

features prepared especially for the exhibition. It is not possible, of course, to give a view of the year's progress in all subjects, but parents are able to obtain some conception of the quality of work accomplished.

Parents are encouraged to keep closely in touch with the teachers and to visit the School any time during the year. Many of them take advantage of the opportunity to see the boy at his regular work. Much has been gained, however, in interest and cooperation on the part of the parents by setting aside special occasions such as the teas in the fall, the class plays during the winter, and the exhibition in the spring, at which time large groups of parents turn out and make a social occasion of the school activities.

The Commencement Exercises will be held on Sixth Month 10, 1937. Dr. James Lukens McConaughy, President of Wesleyan University, will be the speaker. A class of twenty-nine is scheduled to be graduated. This is a normal size group and is considerably smaller than the class a year ago.

When the invitations are sent to members of the School Committee, a card is enclosed asking that the School be informed of those who expect to attend. It is most helpful, in planning for the platform seating, to know whom we are to expect on Commencement morning. Unfortunately very few replies are received and this often results in vacant chairs on the platform. The Headmaster would like to encourage members of the Committee to notify the School if they can be with us on that day.

Dr. Hornell Hart, of the Hartford Theological Seminary, is scheduled to speak at the Baccalaureate Service on Sixth Month, 6, at eleven o'clock in the morning.

The re-registration for next year has not been completed but satisfactory progress has been made. There are a number of new applications and the requests for catalogues and information about the School have been more numerous than in

recent years. In a few of the grades, it will be possible to take one or two new boys only. The Pre-Primary registration is particularly good and it is probable that this grade will be completely full.

Summer Work - At the last meeting of the Executive Committee approval was given for certain work to be undertaken during the summer. No other new work is contemplated. There will be considerable general maintenance and repair, but this probably will not be abnormal in amount, There are, however, two or three jobs to which specific attention should be called. Work on the electric wiring should be completed by the first of Tenth Month. During the summer the electrician will have to devote considerable time to the heavy cables in the basement. New fuse boxes will have to be installed for the mains, both where the wires enter the building in the east wing and at the point of distribution west of the dining room.

It is probable also that the present cable to the fire alarm box will have to be replaced. The city will bring this to the pole at the end of the running track. The School probably will have to pay for the labor and material from that point to the box at the North door of Middle House.

The iron fence on Lloyd Avenue should be repainted. This is an attractive fence and has to be kept in good condition, but the maintenance cost is high. The last paint job was not satisfactory and has lasted but three years instead of four or five years. The reason for failure of the paint has not been determined, although samples have been sent to the laboratory for analysis.

Some repair to the walks will have to be made and the platform south of the basement door to the Lower School should be replaced.

There will be the usual plastering, painting, and papering.

The portrait of Benjamin West, which hangs on the south wall of Alumni Hall, has begun to chip badly. Both

Mr. Vose and Mr. Doré have been consulted about the necessary repair work. Some years ago all the oil paintings in Alumni Hall were carefully repaired, but they require frequent attention. This is a valuable painting, and should have work done on it this summer. The cost probably will not be less than $100. The work of the School of Design is now being done by Mr. Doré, and it is recommended that Mr. Doré attend to this.

At this meeting of the Committee, it is customary to give authority to the Headmaster of the Moses Brown School and the Headmistress of the Lincoln School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums, not exceeding $10,000 and $7,500 respectively, as may be needed for summer expenses. It is recommended that similar minutes be prepared this year.

The Financial Report up to Fourth Monthwas presented to the last meeting of the Committee; consequently there will be no report at this time. Collections for this year have shown some improvement over last year. Several outstanding accounts have been settled and a number of others are being reduced.

Respectfully submitted,

L Ralston Thomas

Headmaster

6/1/37

At a meeting of the Executive Committee of Moses Brown School held at the School Sixth Month 1, 1937

Present: Alexander C. Purdy, Charles F. Sisson, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

Minutes of the last meeting were read and approved.

The Headmaster's report was read and considered.

We approve the engagement of Mr. Doré to repair the oil painting of Benjamin West at an approximate cost of $100.

We also approve the painting of the Lloyd Avenue fence, details of this work to be left to the discretion of the Headmaster.

The committee appointed to consider a possible increase in the Headmaster's salary were not ready to make a final report, but recommended making the same percentage of adjustment in the Headmaster's salary as applies to other members of the faculty, namely a 5 per cent increase, which recommendation we approve, and direct that a payment of $250 be made at this time pending final decision of the matter.

The presiding clerk is directed to appoint a committee of three persons to consider the matter of a suitable gift to be presented to Frances E. Wheeler at the expiration of her term of service as Headmistress of Lincoln School. (The presiding clerk appointed the following persons to serve under the last preceding minute, namely: Alexander C. Purdy, Thomas A. Tripp, Lyra T. Wolkins.)

We request that beginning the coming school year, 1937-1938, the Headmistress of Lincoln School make regular reports to this Committee similar in scope to those now made by the Headmaster of the Moses Brown School.

The Committee hereby authorizes the Headmaster of Moses Brown School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums not exceeding $10,000 as may be necessary for summer expenses.

The Committee hereby authorizes the Headmistress of Lincoln School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums not exceeding $7,500 as may be necessary for summer expenses.

The Headmaster reported that estimates of the probable cost of bathroom installation approved at our last meeting were considerably higher than anticipated, and he is hereby authorized to proceed with the work, using his best judgment as to the matter of expense.

We recommend a continuance of the practice of the past two years in the method of annual reports and request the heads of both Moses Brown School and Lincoln School to present to the next meeting of the School Committee for its approval drafts of the reports of their respective schools to be presented to the coming Yearly Meeting.

Charles H. White, on behalf of the committee previously appointed to recommend a successor of Frances E. Wheeler as Headmistress of Lincoln School, reported considerable preliminary work accomplished, but had no definite report to make at this time.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

One of the most important activities of the School this year was that of host to the Regional Conference held at Moses Brown on Ninth Month 11th, 12th, and 13th, following the Friends World Conference in Philadelphia. These meetings brought together representatives of all branches of Friends in New England and twenty-four visitors from abroad. Probably more than 500 Friends and those in sympathy with our principles were in attendance. It was believed by many that a local conference of this kind could not keep up the standard set by the World Conference. When it was over, many of us felt that it had been the most stimulating experience we ever had had. The Regional Conference, under the co-chairmanship of Charles White and Milicent Foster, had set up a program and brought together speakers dealing with our fundamental problems as a religious society in a way that has strengthened and will continue to strengthen all Friends and all Meetings represented here. From the Conference already has come a desire on the part of all New England Friends for a unity which heretofore has not been possible. Everyone who had any part in this Conference is thankful to have had the privilege.

At the World Conference in Philadelphia, the Headmaster participated in the discussions of Commission IV, Friends Contribution to Education. In this group comparison

was made of the British and American systems of Friends' education and consideration was given other fundamental principles underlying our educational program. Although both in the discussion groups and in the general session, one or two individuals suggested that perhaps public education had now reached a stage in its growth which would make the independent school no longer necessary, it was generally agreed that there never had been a time when independent schools, especially Friends' schools, were more needed. If democracy is to survive, then opportunity must be given for independent thinking and discussion. Modern education really follows Quakerism in its emphasis on the supreme value of the individual. This cannot be done so well in the public schools. We must bring up the child in our care so that his mind will be free and not filled with the prejudices of the world about him. We must endeavor to see that the child desires to know the truth, has a reverence for the truth, and a desire to live up to it as he sees it. The home and the Meeting (through its First Day School), also must assume a greater responsibility than they do at present for the religious instruction of the child.

Friends' schools have had an important part in the development of our educational systems. They still have an important place not only in the Society of Friends, but in the educational systems here and abroad.

The School was represented also at Swarthmore by three attractive panels in the exhibition of Friends' Schools work.

Enrollment - Moses Brown began its 119th consecutive year on Ninth Month 22nd, with the opening of the Upper School. The Lower School began a week later. The total enrollment this year is 376, practically a full school, and the largest enrollment since the depression. The Upper School has an enrollment of 214 boys, of whom 64 are boarders. In the Lower School there are 162, with 7 boys in Belmont. There are 19 Friends in the School.

Again this year Moses Brown has a German Exchange Student, under the International Schoolboy Fellowship. Max Friederich Heinze is from Kassel, Hessen, Germany, and will remain here until Christmas time. He seems to be an excellent boy and has joined in the school activities with enthusiasm. Undoubtedly Moses Brown offers a real opportunity for foreign students of this type, but boys and masters here also benefit by the experience of living and working with these young men who come to us from other nations.

Faculty - There are three new teachers on the staff. Eric F. Gardner, a graduate of Harvard, comes to us from Vermont Academy to teach Mathematics. Donald K. McIntyre, a graduate of Dickinson College, will teach German and English; he formerly was on the staff of the Pennsylvania Institution for the Instruction of the Blind. John C. Hanson, a graduate of Brown, is assisting in the Fourth Intermediate Grade.

Current Events - For some time an effort has been made to find a place in the program for some work in Current Events for the Upper School boys. This year Everett B. Raines, teacher of History, is meeting the group in Monday assemblies. A good start has been made and during the year there should be some stimulating discussion of current problems of the community, the nation, and the world.

Commencement - A class of twenty-nine was graduated on Sixth Month 10th. Of these, all but two have gone on to college; ~~and~~ in addition, nine other members of the Fifth Form have completed their requirements and have entered higher institutions this fall.

College Entrance Examination Board Examinations - Sixty boys took the C. E. E. B. examinations in Sixth Month. The results, so far as passes and failures were concerned, were quite satisfactory. The Board this year changed its system of rating the examination papers. Instead of marking on a percentage basis, the results were given on a point scale and that in turn translated into the percentage of those passing or failing the particular examination. This was done to give the colleges more latitude in accepting or rejecting examination results. It was, however, all very confusing to schoolmasters who could not tell at what point any particular college would accept or reject. Fortunately Harvard University set up a table indicating the points between which they would rate a paper as high honor, honor, good, fair, or poor. Any rating in the poor group was not acceptable to them. The other colleges in general accepted the Harvard scale.

The tendency of the College Entrance Examination Board is to set examinations covering larger fields of work. This has been true in English and the languages for some time, and we are familiar with those comprehensive examinations. In Mathematics, the Alpha examination now covers roughly two years of Algebra; the Beta, two years of Algebra and a year of Geometry; the Gamma, Algebra, Plane and Solid Geometry, Trigonometry, and the beginnings of Calculus. In Science, although there is still the restricted examination in Chemistry or Physics, a boy who has had Chemistry in one year and Physics in the following year, may take and possibly will be required to take a single examination over both subjects. The examinations are designed to test facts which the boy has acquired, but increasingly they are a test of a boy's ability to meet new situations. In other words, the mere acquisition of facts is no longer sufficient. This makes the problem of the schoolmaster more difficult and more interesting.

We recognize that the more intangible qualities of spiritual vision, character, simplicity, and sincerity, are qualities which are acquired in the process of day-to-day living in the proper environment, and are not qualities which are easily taught direct. To acquire strength in meeting new situations in school, a boy must learn to deal intelligently and earnestly with his problems as they appear and the habit of working thoughtfully, carefully, and independently is not easily developed by many boys because these qualities also are not peculiar to the work of the classroom but involve every

phase of his life.

Summer Work - The summer program included an unusual amount of painting and general maintenance work in the building, and painting and papering two of the faculty houses. The two new jobs approved by the Committee in the spring were completed on schedule; the partition built on the second floor to cut off the corridor from the stairway to the kitchen was a small job, but has made a great improvement in the passageway from Middlehouse to the East Wing; the bathroom on Teachers' Third Corridor has very much improved living conditions for that group of teachers. Considerable progress also has been made in adapting our wiring to the new requirements; some work remains to be done in the basement and in the tunnel between the Main Building and the Power House, but this should be finished this fall.

Constant thought and work must be given to the maintenance of buildings, grounds, and equipment, and each year an effort is made to improve in some respect their attractiveness and usefulness. Although other improvements should be made as funds are available, the plant is in excellent condition. Patrons and students appreciate the cleanliness and attractivenes of the School, as well as its traditions, ideals, and academic standards.

Gifts - At the meeting of the Committee in Sixth Month, the Headmaster reported the receipt of a check for $1000 from Henry D. Sharpe, in appreciation of what the School

had meant to his son during his years here. This check had been acknowledged by the Headmaster, but it would seem proper that some acknowledgment should come from the Committee to Mr. Sharpe. A decision should be made also as to the disposition of this sum.

Other gifts to the School recently are:

From the Estate of Emily M. Jones, two pictures, a photograph and a lithograph of the School in its earlier years.

From R. Clinton Fuller, 3rd, a photograph of the School made before the addition of the Study Hall Wing.

From "A Graduate of Yale," a copy of American Education, by James Rowland Angell.

Students' Medical Reimbursement Insurance - A number of schools and colleges recently have provided for their students insurance known as Students' Medical Reimbursement Insurance. The premiums amount to ten or fifteen dollars per student, depending on the coverage and are made entirely optional. The student's parents are informed that such insurance is available, if they wish to have the protection for their son. The policy as a rule provides for the payment of X-rays, hospital bills, and general medical or surgical costs incurred as the result of accident sustained at school or home, or while traveling between school and home (up to $250 for each accident) during the school year. From the point of view of the school, the chief advantage of the insurance is that the school is relieved of responsibility excepting in cases of negligence on the part of the school's employees. There are, in

10/12/3

the course of a school year a number of small accidents. Occasionally there is a serious accident. With a few exceptions, parents have assumed the responsibility for the payment of bills. Occasionally (and usually in the case of scholarship boys) the School has had to accept the responsibility. When an accident occurs on the athletic field, and there is any question of broken bones, the boy is sent for an X-ray and this bill is occasionally paid by the School. This matter has been discussed casually with a number of insurance company representatives in the last two or three years. In the opinion of the Committee, should the School bring this matter to the attention of parents, should the subject be further investigated, or should consideration of it be discontinued for the present?

The Providence Chamber of Commerce has asked that the School take out a membership in the Chamber and be represented in the activities of that group as part of the School's community responsibility. The membership fee is $30.00.

Walter R. Jones Trust Fund - The Hartford National Bank and Trust Company has submitted a copy of its annual statement to the Probate Court for the year ending Sixth Month 1st, 1937. This shows an appreciation of $7273.87 in the account for the fiscal year. The statement is available for any members of the Committee who may wish to see it.

Finances - With this report are submitted the financial statement for the fiscal year ending Sixth Month 30th, 1937, a comparison of expenditures with budget estimates for the same period, and a budget for the current fiscal year. For the twelve months ending Sixth Month 30th, the unexpended income was $2432.29. In addition $4000.00 was set aside for bad debts. During the year $2955.51 was paid from the Improvement Fund on account of the Alumni Hall improvements.

From time to time friends have inquired as to the probable needs of the School in looking to the future. Education in this country is in a state of constant change. A great deal of experimental work is being done in all types of schools, and emphasis seems to shift almost from year to year. In the public schools, with the rise of the school leaving age, provision has had to be made for many children who normally would have gone to work two or three years before they are now able to find jobs. Vocational and semi-vocational work has gained the ascendency in most of the large systems. Already, however, there has appeared some reaction to this program.

In the independent schools, an effort has been made to break away from the strictly formal work of the past and to give individual differences the attention they deserve. The school programs have been enriched and the school materials are being drawn more from life experiences. Elementary schools particularly have benefited by these changes. The

curricula of the independent secondary schools are now being scrutinized more carefully than they ever have been before. Much of the material of the courses has been modified and some of it has been discarded. As was indicated in the comments on the college examinations, the emphasis is no longer on purely factual material with little thought of the boy, but is now on the development of the boy along the lines of his abilities by the use of all material available, whether in textbooks or outside. The changes in secondary schools are having their effect on the colleges and in turn the newer philosophies as to college and university education are determining to a degree the nature of the work in the secondary school.

It is the duty of those responsible for determining the policies of a school like Moses Brown to keep themselves informed of what is going on in the educational world in this country and abroad; not to be carried away by the fads of the moment, but to be willing and ready to make changes and to adopt new methods and new materials as these are found to meet the real needs of the students in their care. It is not possible at any time to lay down an academic program and expect that to continue unchanged for any considerable period.

At present, Moses Brown is strictly a college preparatory school in that its curricula are set up with a view to preparing boys for higher institutions. That apparently is what we shall continue to do indefinitely. At the same time, there is a great deal of discussion as to the

[illegible]

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It is the duty of those responsible for determining the policies of a school like Moses Brown to keep [illegible] informed of what is going on in the educational world [illegible] and already; not to be carried away by the [illegible] of the moment, but to be willing and ready to [illegible] and to adopt new methods and [illegible] as [illegible] of the students [illegible]. It is not [illegible] at this time to lay down an [illegible] and [illegible] for [illegible].

At present, Moses Brown is [illegible] a college preparatory school in that the curriculum and [illegible] preparing boys for higher institutions. That [illegible] is that we shall continue to do [illegible]. At the same time, [illegible] advisability of so many young men and women going to college, and in the future the numbers may be considerably reduced. If that time comes, then the Moses Brown program would naturally be modified to meet the new conditions.

As to physical needs, the most immediate are proper library facilities and adquate classrooms. In these days more space per pupil is required than was the case twenty years ago, and the School is larger than it was at that time. Within the last ten years there have been a number of additions, and modifications in the plant have made possible its more efficient use, but several classrooms are urgently needed.

At the beginning of the depression, plans had been drawn for a new Lower School Building. This would have released the classrooms necessary for Upper School, would have provided space for a library, and would have given us a modern Lower School plant. With present uncertainty in business, this could be built only if sufficient funds were provided for a new building and for its maintenance, but the need for it still exists.

To provide for more adequate play facilities, especially in bad weather, the School should have a field house capable of accommodating one hundred or more boys during the afternoon sports period. ¶ The present swimming pool is extremely useful, but quite inadequate. Sometime a modern tank should be provided.

[illegible]

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[illegible] in bad weather. [illegible] of accommodating [illegible]

Moses Brown is more fortunate than most schools in its out-of-door play space. All the fields and tennis courts, however, are being used to capacity. With the growth of enthusiasm for tennis, more boys register for this sport than can be taken care of satisfactorily in two groups each afternoon, restricting the play of each group to less than an hour. In the near future, additional courts should be constructed. The land bounded by Morris and Alumni Avenues, Weymouth and Olney Streets, should be developed and made part of the playgrounds.

The School should provide also for a home for the Headmaster, either on the grounds or in the immediate vicinity of the School.

It is not suggested that the Committee should at once undertake to carry out a building program of this kind, but in looking to the future these are all matters which should be given consideration, and the more immediate needs should be taken care of as rapidly as funds can be made available.

Moses Brown has relatively few Friends enrolled in its student body, but it is a Friends' school and Friendly ideals prevail. Whatever its educational program may be in the future, emphasis should always be given to the needs of the individual, and every effort should be made to inculcate in the students an appreciation of spiritual qualities and character, and a way of life which will help them meet their problems at school and be a guide to them through their adult years.

Respectfully submitted,

L. Ralston Thomas

Headmaster

10/12/37

At a meeting of the Executive Committee of Moses Brown School held at the School Tenth Month 12th, 1937, present: Edward Lyman Brown, Alexander C. Purdy, Gren O. Pierrel, Margaret G. Sisson, Charles P. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

Gren O. Pierrel, the new member of the Committee, was introduced by the chairman.

The Minutes of the last meeting were read and approved.

On account of the limited time, the Headmaster's report was not read in full.

The matter of Mrs. Hersey's retirement was referred to the Finance Committee with power to determine the time and condition of her retirement.

Gren O. Pierrel, on behalf of the Finance Committee, recommended the adoption of the proposed budget for 1937-1938. This recommendation was unanimously approved.

The Committee appointed to recommend a successor to Frances E. Wheeler as headmistress of Lincoln School report that they recommend Amy Louise Phillips as her successor. After serious consideration, we propose to the general Committee that this matter be referred back to this Committee with power to make final decision.

The meeting is adjourned to Eleventh Month 2nd, 1937 at 10:30 A. M.

(Signed) Edward L. Macomber
Recording Clerk

At a meeting of the Executive Committee of Moses Brown School held at the School Eleventh Month 2nd, 1937, by adjournment from Tenth Month 12th, 1937, present: Edward Lyman Brown, Alexander C. Purdy, Gren O. Pierrel, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Edward L. Macomber.

The Presiding Clerk being absent on account of illness, Alexander C. Purdy was appointed Presiding Clerk for the day.

The Minutes of the last meeting were read and approved.

Charles H. White, Clerk of the general Committee, reported that at its meeting held Tenth Month 12th, 1937, the Committee authorized the Executive Committee to make final selection of a successor to Frances E. Wheeler as Headmistress of Lincoln School. Frances E. Wheeler gave the Committee a detailed picture of past and present conditions at Lincoln School, and proposed certain arrangements as to the respective duties of Amy Phillips and Marion Cole should they be given the positions of Headmistress and Associate Headmistress respectively.

We hereby appoint Amy L. Phillips as Headmistress of Lincoln School, to succeed Frances E. Wheeler, for the term of one year beginning Seventh Month 1st, 1938, with a salary of $3000 and living.

We hereby appoint Marion S. Cole as Associate Headmistress of Lincoln School for the term of one year beginning Seventh Month 1st, 1938, with a salary of $3300, with the understanding that this appointment is acceptable to Amy Phillips, the newly appointed Headmistress.

We authorize our Presiding Clerk, Willis H. White, to notify Amy L. Phillips of her appointment.

Adjourned.
(Signed) Edward L. Macomber
Recording Clerk

At a meeting of the [illegible] Committee of Moses Brown School held at [illegible] 1937 [illegible]

[illegible] Thomas A. Tripp, [illegible] Willis H. White, [illegible]

[illegible] was appointed [illegible] for the day.

The Minutes of the last meeting were read and approved.

On account of the [illegible] report was not read in full.

The matter of [illegible] referred to the Finance Committee [illegible] time and condition of [illegible]

Oren O. [illegible], on behalf of [illegible] recommended the adoption of [illegible] This recommendation was [illegible]

The Committee [illegible] Frances E. Wheeler as Headmistress [illegible] that they recommend Amy [illegible]

After serious consideration, we propose [illegible] mittee that this matter be referred [illegible] with power to make final decision.

The meeting is adjourned to [illegible] 1937 at 10:30 A. M.

[illegible] (Signed)

MOSES BROWN SCHOOL
Providence, R. I.

To the Committee in Charge of Moses Brown School:

One of the most important activities of the School this year was that of host to the Regional Conference held at Moses Brown on Ninth Month 11th, 12th, and 13th, following the Friends World Conference in Philadelphia. These meetings brought together representatives of all branches of Friends in New England and twenty-four visitors from abroad. Probably more than 500 Friends and those in sympathy with our principles were in attendance. It was believed by many that a local conference of this kind could not keep up the standard set by the World Conference. When it was over, many of us felt that it had been the most stimulating experience we ever had had. The Regional Conference, under the co-chairmanship of Charles White and Milicent Foster, had set up a program and brought together speakers dealing with our fundamental problems as a religious society in a way that has strengthened and will continue to strengthen all Friends and all Meetings represented here. From the Conference already has come a desire on the part of all New England Friends for a unity which heretofore has not been possible. Everyone who had any part in this Conference is thankful to have had the privilege.

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Harvard University set up a table indicating the points between which they would rate a paper as high honor, honor, good, fair, or poor. Any rating in the poor group was not acceptable to them. The other colleges in general accepted the Harvard scale.

The tendency of the College Entrance Examination Board is to set examinations covering larger fields of work. This has been true in English and the languages for some time, and we are familiar with those comprehensive examinations. In Mathematics, the Alpha examination now covers roughly two years of Algebra; the Beta, two years of Algebra and a year of Geometry; the Gamma, Algebra, Plane and Solid Geometry, Trigonometry, and the beginnings of Calculus. In Science, although there is still the restricted examination in Chemistry or Physics, a boy who has had Chemistry in one year and Physics in the following year, may take and possibly will be required to take a single examination over both subjects. The examinations are designed to test facts which the boy has acquired, but increasingly they are a test of a boy's ability to meet new situations. In other words, the mere acquisition of facts is no longer sufficient. This makes the problem of the schoolmaster more difficult and more interesting.

We recognize that the more intangible qualities of spiritual vision, character, simplicity, and sincerity, are qualities which are acquired in the process of day-to-day living in the proper environment, and are not qualities which are easily taught direct. To acquire strength in meeting new situations in school, a boy must learn to deal intelligently and earnestly with his problems as they appear and the habit of working thoughtfully, carefully, and independently is not easily developed by many boys because these qualities also are not peculiar to the work of the classroom but involve every phase of his life.

Summer Work - The summer program included an unusual amount of painting and general maintenance work in the building, and painting and papering two of the faculty houses. The two new jobs approved by the Committee in the spring were completed on schedule; the partition built on the second floor to cut off the corridor from the stairway to the kitchen was a small job, but has made a great improvement in the passageway from Middlehouse to the East Wing; the bathroom on Teachers' Third Corridor has very much improved living conditions for that group of teachers. Considerable progress also has been made in adapting our wiring to the new requirements; some work remains to be done in the basement and in the tunnel between the Main Building and the Power House, but this should be finished this fall.

Constant thought and work must be given to the maintenance of buildings, grounds, and equipment, and each year an effort is made to improve in some respect their attractiveness and usefulness. Although other improvements should be made as funds are available, the plant is in excellent condition. Patrons and students appreciate the cleanliness and attractiveness of the School, as well as its traditions, ideals, and academic standards.

Gifts - At the meeting of the Committee in Sixth Month, the Headmaster reported the receipt of a check for $1000 from Henry D. Sharpe, in appreciation of what the School had meant to his son during his years here. This check had been acknowledged by the Headmaster, but it would seem proper that some acknowledgment should come from the Committee to Mr. Sharpe. A decision should be made also as to the disposition of this sum.

Other gifts to the School recently are:

From the Estate of Emily M. Jones, two pictures, a photograph and a lithograph of the School in its earlier years.

From R. Clinton Fuller, 3rd, a photograph of the School made before the addition of the Study Hall Wing.

From "A Graduate of Yale," a copy of American Education, by James Rowland Angell.

Students' Medical Reimbursement Insurance - A number of schools and colleges recently have provided for their students insurance known as Students' Medical Reimbursement Insurance. The premiums amount to ten or fifteen dollars per student, depending on the coverage and are made entirely optional. The student's parents are informed that such insurance is available, if they wish to have the protection for their son. The policy as a rule provides for the payment of X-rays, hospital bills, and general medical or surgical costs incurred as the result of accident sustained at school or home, or while traveling between school and home (up to $250 for each accident) during the school year. From the point of view of the school, the chief advantage of the insurance is that the school is relieved of responsibility excepting in cases of negligence on the part of the school's employees. There are, in the course of a school year a number of small accidents. Occasionally there is a serious accident. With a few exceptions, parents have assumed the responsibility for the payment of bills. Occasionally (and usually in the case of scholarship boys) the School has had to accept the responsibility. When an accident occurs on the athletic field, and there is any question of broken bones, the boy is sent for an X-ray and this bill is occasionally paid by the School. This matter has been discussed

casually with a number of insurance company representatives in the last two or three years. In the opinion of the Committee, should the School bring this matter to the attention of parents, should the subject be further investigated, or should consideration of it be discontinued for the present?

The Providence Chamber of Commerce has asked that the School take out a membership in the Chamber and be represented in the activities of that group as part of the School's community responsibility. The membership fee is $30.00.

Walter R. Jones Trust Fund - The Hartford National Bank and Trust Company has submitted a copy of its annual statement to the Probate Court for the year ending Sixth Month 1st, 1937. This shows an appreciation of $7273.87 in the account for the fiscal year. The statement is available for any members of the Committee who may wish to see it.

Finances - With this report are submitted the financial statement for the fiscal year ending Sixth Month 30th, 1937, a comparison of expenditures with budget estimates for the same period, and a budget for the current fiscal year. For the twelve months ending Sixth Month 30th, the unexpended income was $2432.29. In addition $4000.00 was set aside for bad debts. During the year $2955.51 was paid from the Improvement Fund on account of the Alumni Hall improvements.

From time to time friends have inquired as to the probable needs of the School in looking to the future. Education in this country is in a state of constant change. A great deal of experimental work is being done in all types of schools, and emphasis seems to shift almost from year to year. In the public schools, with the rise of the school leaving age, provision has had to be made for many children who normally would have gone to work two or three years before they are now able to find jobs. Vocational and semi-vocational work has gained the ascendency in most of the large systems. Already, however, there has appeared some reaction to this program.

In the independent schools, an effort has been made to break away from the strictly formal work of the past and to give individual differences the attention they deserve. The school programs have been enriched and the school materials are being drawn more from life experiences. Elementary schools particularly have benefited by these changes. The curricula of the independent secondary schools are now being scrutinized more carefully than they ever have been before. Much of the material of the courses has been modified and some of it has been discarded. As was indicated in the comments on the college examinations, the emphasis is no longer

on purely factual material with little thought of the boy, but is now on the development of the boy along the lines of his abilities by the use of all material available, whether in textbooks or outside. The changes in secondary schools are having their effect on the colleges and in turn the newer philosophies as to college and university education are determining to a degree the nature of the work in the secondary school.

It is the duty of those responsible for determining the policies of a school like Moses Brown to keep themselves informed of what is going on in the educational world in this country and abroad; not to be carried away by the fads of the moment, but to be willing and ready to make changes and to adopt new methods and new materials as these are found to meet the real needs of the students in their care. It is not possible at any time to lay down an academic program and expect that to continue unchanged for any considerable period.

At present, Moses Brown is strictly a college preparatory school in that its curricula are set up with a view to preparing boys for higher institutions. That apparently is what we shall continue to do indefinitely. At the same time, there is a great deal of discussion as to the advisability of so many young men and women going to college, and in the future the numbers may be considerably reduced. If that time comes, then the Moses Brown program would naturally be modified to meet the new conditions.

As to physical needs, the most immediate are proper library facilities and adequate classrooms. In these days more space per pupil is required than was the case twenty years ago, and the School is larger than it was at that time. Within the last ten years there have been a number of additions, and modifications in the plant have made possible its more efficient use, but several classrooms are urgently needed.

At the beginning of the depression, plans had been drawn for a new Lower School Building. This would have released the classrooms necessary for Upper School, would have provided space for a library, and would have given us a modern Lower School plant. With present uncertainty in business, this could be built only if sufficient funds were provided for a new building and for its maintenance, but the need for it still exists.

To provide for more adequate play facilities, especially in bad weather, the School should have a field house capable of accommodating one hundred or more boys during the afternoon sports period.

The present swimming pool is extremely useful, but quite inadequate. Sometime a modern tank should be provided.

Moses Brown is more fortunate than most schools in its out-of-door play space. All the fields and tennis courts, however, are being used to capacity. With the growth of enthusiasm for tennis, more boys register for this sport than can be taken care of satisfactorily in two groups each afternoon, restricting the play of each group to less than an hour. In the near future, additional courts should be constructed. The land bounded by Morris and Alumni Avenues, Weymouth and Olney Streets, should be developed and made part of the playgrounds.

The School should provide also for a home for the Headmaster, either on the grounds or in the immediate vicinity of the School.

It is not suggested that the Committee should at once undertake to carry out a building program of this kind, but in looking to the future these are all matters which should be given consideration, and the more immediate needs should be taken care of as rapidly as funds can be made available.

Moses Brown has relatively few Friends enrolled in its student body, but it is a Friends' school and Friendly ideals prevail. Whatever its educational program may be in the future, emphasis should always be given to the needs of the individual, and every effort should be made to inculcate in the students an appreciation of spiritual qualities and character, and a way of life which will help them meet their problems at school and be a guide to them through their adult years.

Respectfully submitted,

(Signed) L. Ralston Thomas

10/12/37

Headmaster

To the Executive Committee in Charge of Moses Brown School:

Since the meeting of the School Committee in Tenth Month, there have not developed any questions concerning important changes in policy nor have there been important new activities added to the program of the School.

Because of the uncertainty in general business conditions, considerable attention has been given to the current budget, and in this connection the Headmaster and the Treasurer have devoted time and energy under the direction of the Finance Committee, to a study of costs over a ten-year period. The Chairman of the Finance Committee will make a report to the Executive Committee today as to the progress of this study. Possibly as an outgrowth of this study, some recommendations may be made to a later meeting with regard to the set-up of the books, methods of handling the accounts, and modification of certain financial policies.

During the last three and one-half months, the health of the School has been normal, the academic work has gone ahead satisfactorily, and the general spirit of boys and faculty has been excellent.

Faculty - Most of the members of the staff, by summer school or seminar work during term time, by visits to other schools, and by attendance at educational conferences, are endeavoring to broaden their outlook and to keep abreast of changing conditions. In making faculty arrangements for next year, the Headmaster is stipulating as part of his agreement with teachers, that they must include activities of this kind in their year's program.

Extra-curricular Activities - During the fall two interesting clubs have been formed. Mr. Adkins, teacher of Mathematics, suggested to one of the boys who was interested in sailing, that they might study navigation together. As the result of that suggestion, a group of six boys (as many as it seemed wise to admit this year) now meet once a week for study and discussion of this practical application of Mathematics.

The Skating Rink finally has come into its own. Last year there was a total of three hours of very poor skating the whole year. This year the rink has been in use almost every day since shortly after the Thanksgiving holidays. It has been possible to keep good ice on it and it has been a real addition to the School's winter facilities for both younger and older groups.

Pensions - The Headmaster has communicated with the Teachers' Pension and Annuity Association of America to ask if Moses Brown School is eligible under their plan. Their reply indicates that they are no longer willing to accept independent schools. Any plan which is worked out for Moses Brown therefore probably will have to be handled through a commercial company.

Maintenance and Repairs - The work on the electric wiring throughout the building has gone ahead somewhat irregularly. The building itself is practically finished, and there remains only the ground equipment on the generators and the necessary changes on the switchboards. When this work has been finished, the Headmaster will report in detail as to just what changes have been made. In general it can be said that the whole plant has been modernized to meet the city requirements. A few rooms will not have been done and these will be picked up as papering, painting, or other alterations become necessary. Many sections of the building (Alumni Hall, North and West Wings) have been completely rewired. New fuse boxes have been installed throughout, a new distribution box has been put on the feeders in the West Wing, and a new box has been installed at the entrance to the basement to take care of the feeders from the power house. Unless new items appear when the final inspection is made, the work is nearly at an end. To date the cost of these changes has amounted to approximately $2375 (material, $1084.75; labor, $1287.70).

The only other item to be reported is the painting of the fence on Lloyd Avenue. This has gone ahead as men have been available for it, and about three-quarters of the job has been completed.

Walter R. Jones Trust - A communication from the Hartford National Bank and Trust Company with regard to the Walter R. Jones Trust enclosed a statement of the re-appraised list of securities. This is available for any members of the Committee who may wish to see it.

Gifts - The following gifts have been received since the last meeting of the Committee:

From Edward M. Read, $5.00 for books for the Library
From the Office of the Director of Admissions at Brown, a copy of Songs of Brown University
From Pliny K. MacCracken, two photographs of Rufus M. Jones and T. Edmund Harvey, taken at the time of the Regional Conference held at Moses Brown in Ninth Month
From "An Alumnus of Yale," a year's subscription to the Yale Alumni Magazine
From M. LeMoine Potter, a year's subscription to American Forests Magazine
From Caroline Hazard, a copy of "Nailer Tom's Diary"
From Kenneth M. Harlowe, $20.00 for the general Library Fund
From Sue Smiley Underhill, two photographs of early pupils at the School
From Madame Whitney-Hoff, a copy of "A Message for Today"
From Mr. and Mrs. Joseph McIntyre, parents of Paul R. McIntyre, Class of 1924, a pressure type rowing machine, mat, and bars
From J. Frederick Talcott, a copy of "James Talcott, Merchant"
From the American Society of Mechanical Engineers, two copies of "George Westinghouse Commemoration"

Finances - With this report are submitted a statement of the income and expenditures and a cash account for the six months ending Twelfth Month 31, 1937.

Respectfully submitted,

L Ralston Thomas
Headmaster

2/1/38

At a meeting of the Executive Committee of Moses Brown School held at the School Second Month 1, 1938, present: Edward Lyman Brown, Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The records of the last meeting were read and approved.

Willis H. White presented a letter from Amy L. Philips accepting her appointment as Headmistress of Lincoln School for one year beginning Seventh Month 1, 1938, at a salary of $3000. and living, and also stating her approval of the appointment of Marion S. Cole as Associate Headmistress, subject to the understanding that she (Amy Philips) would have "exclusive supervision of junior high, elementary, and nursery schools."

The report of the Headmaster of Moses Brown School was read and discussed.

Gren O. Pierrel presented a report of the Finance Committee for the six months ending Twelfth Month 31, 1937. The four following recommendations of the Finance Committee were unanimously accepted;

(1) That beginning Fourth Month first and continuing until the end of the fiscal year, the wages for the help(with two or three exceptions)be increased approximately 10 per cent. It is understood, however, that there is no agreement to carry the higher rate next year if the financial condition of the School does not warrant it.

(2) That the Headmaster submit in time for the meeting in Fifth Month a budget covering Seventh, Eighth, and Ninth Month expenditures and that at the Committee meeting the first of Tenth Month, a budget for the balance of the fiscal year should be submitted for approval.

(3) That for the academic year 1937-1938, the Headmaster's salary should be $5250. and living.

(4) That the Headmaster be authorized to make financial arrangements with teachers for next year on the same salary schedule as this year, with the understanding that he may make such increases as may be necessary up to a total not exceeding $500. Arrangements which cannot be made within this addition to the salary budget are to be referred to the Finance Committee for specific action.

We authorize the Headmaster to send a note of thanks on our behalf to Willard E. Swift for his consideration in sending his assistant and a Diesel specialist to talk with the School authorities in connection with the power plant at Moses Brown.

The Headmistress of Lincoln School gave a report of Lincoln School and its various activities.

She spoke of the death of Walter Ballou, whose property abuts the Lincoln School grounds. Frances Wheeler wished to go on record as opposing the purchase of the Ballou property for the use of Lincoln School in case that matter came before the Committee, believing that the sum which would be demanded could be used to better advantage.

We approve the appointment by the general Committee of William H. Edwards as a trustee of Lincoln School to succeed Professor Walter G. Everett, who died last summer.

To the Pension Committee we appoint Alexander C. Purdy in place of Seth K. Gifford, and add to the Committee the name of Gren O. Pierrel. These members will serve with the Headmaster.

Charles H. White was added to the Committee previously appointed to consider some proper recognition of Frances E. Wheeler at the end of her term of service. The Committee now consists of Alexander C. Purdy, Thomas A. Tripp, Lyra T. Wolkins, Charles H. White.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

To the Executive Committee in Charge of Moses Brown School:

During the winter term the health of the School was unusually good. There was some minor illness and one boy was in the Isolation Infirmary for several weeks with German measles and a sinus complication. For many days, however, the Infirmary was entirely empty. There was one case of scarlet fever in the day department, but no other cases developed from this.

The only person seriously ill was Otla M. Woodbury, who has been a teacher at Moses Brown for many years and in charge of the Pre-Primary Class ever since its establishment. She has been in the Jane Brown Hospital for five weeks and has had two serious operations. She is at present convalescing in her sister's home in New Bedford. Whether she will return to School this year is still problematical. Her work has been carried on by her assistant, Marjorie Murdock, aided by a substitute teacher.

Faculty arrangements for next year have progressed satisfactorily. There will be two vacancies due to the marriage of Clarence B. Eichman, teacher of Science, and Flo A. Moyer, who has been in charge of the Sixth Grade. Mr. Eichman and Miss Moyer are fine people and we shall be sorry to lose them, but arrangements cannot be made to take care of additional married masters and this was understood by them when they came to Moses Brown.

In making arrangements with some of the younger teachers, the Headmaster has left them free to accept better positions if openings become available in other schools provided, however, definite decisions are made by the first of Seventh Month. It is possible, although not probable, that one or two of these teachers may be successful in finding openings elsewhere. Younger teachers are in an unfortunate position. With the present business outlook, schools are unable to increase materially their salary budgets, and yet these younger teachers should receive a considerable increase in salary each

year. In making arrangements with them, the Headmaster has endeavored to give them as much freedom of choice as possible.

As was suggested at the last meeting of the Executive Committee, a definite recommendation was made to each teacher that it should be part of his program every year to attend educational conferences, visit other schools, and either read systematically in his field or take summer school or seminar courses in education.

Through the Moses Brown Bulletin, an effort is made to keep patrons, alumni, and other friends of the School informed of the School's activity and from time to time to interpret for them something of the philosophy underlying the School's program. In the two most recent issues an attempt has been made to indicate quite definitely specific objectives and the means used for attaining them. It is difficult to formulate statements which will be understood by all readers, and the Headmaster and the editor would be glad to have an expression from members of the Committee as to their opinion of these issues.

Before the spring holiday, the Proscenium Club, with the assistance of girls from Lincoln School, presented its spring play which was well received. Boys from Moses Brown also participated in plays at the Lincoln School. There are a number of problems in connection with these plays. In the first place, it always is difficult to get a satisfactory play and when a choice has been made, considerable rewriting is necessary in order to make it suitable for the group and for the audience. The Proscenium Club presentations have become so pupular that it is not possible to seat the audience properly. The play should not be given on two evenings, and yet this year the Hall literally was packed to the doors. A charge of fifty cents admission is made to all. This money is used by the Club to meet current expenses and to provide additional equipment.

The TIME Current Affairs Contest was given to all Upper School boys again this year and was taken, in addition, by sixteen members of the faculty. The winners in each Form and the winner for the School were awarded books as prizes by TIME, the weekly newsmagazine. As the result of the weekly current affairs talks, boys are more interested and are better informed about matters of this kind, although the records on the tests were about the same as a year ago. The best score was made by a member of the faculty, who had 99 out of a possible 105 points.

Maintenance - The work on the electric wiring has been finished and a letter has been received from Mr. Ralph W. Eaton, City of Providence Public Service Engineer, commending the School and expressing his appreciation of our cooperation. This work has covered a period of approximately two years, has cost $2489.58 ($1107.87 for material, and $1381.71 for labor). Much of the wiring in the building has been renewed, and all of the work has been brought in line with best modern wiring requirements. Attached to this report is a detailed statement, as a matter of record, of the work done.

The wiring is now on a grounded neutral system and all wiring is in pipe or BX except the following:

Lower School, Studio, First Floor and part of Second Floor
Middle House, Basement of Gymnasium, and two Faculty Houses.

All old work has been grounded and polarized, fuses removed from neutral wire, and proper fuse cabinets installed.

It is interesting to note that the connected load consists of 1113 lighting outlets of 658 ampere load and seventeen motors of 290 ampere load.

There have been no other unusual items under maintenance.

A program of planting and fertilizing similar to that of other years is being carried on.

Finances - During this year the Treasurer, in consultation with the Chairman of the Finance Committee and the Headmaster, has devoted a large amount of time to an analysis of

the income and expenditures over a ten-year period. This study has not been completed, but a report will be made by the Chairman of the Finance Committee.

The financial statement for the nine months ending Tenth Month 31 and a comparison of expenditures with the budget estimates are available.

Respectfully submitted,

Headmaster

4/12/38

Electrical Work (continued)

Infirmary (rewired in BX a few years ago) checked; sockets and switches polarized. Labor $16.80.

Sophomore Corridor, new work completed two years ago, checked. Labor $5.60. Stock $.64.

Junior A Corridor, new work already done, checked. Labor $5.60.

Attic, Middle House, rewired in BX; service from Infirmary fuse cabinet. Labor $8.40. Stock $6.50.

Middle House, Second Corridor, new fuse cabinet installed; three rooms rewired. Labor $19.60. Stock $39.27.

Junior B Corridor, new fuse cabinet installed and several rooms rewired. Some old work should be taken out when rooms are repapered. Labor $53.20. Stock $39.77.

Freshman Corridor, work already begun was finished; new service installed to fuse cabinet. Labor $64.54. Stock $61.26.

Boys' Parlor and Classrooms, new fuse cabinet and service installed; three classrooms and boys' parlor rewired; all old work taken out. Labor $84.68. Stock $78.85.

Basement, West and North Wings, new distribution cabinet installed; all services changed and all old work taken out; Lower School feeder circuit and one motor circuit changed; dishroom rewired and basement lighting circuits changed. Labor $123.96. Stock $182.22.

Middle House, First Floor, fuse cabinet changed; circuits and switches polarized. Labor $10.88.

Cables in tunnel have been inspected; some minor changes made. Labor $10.88.

Basement and Kitchen (Dining Room was new, so only minor changes needed), new motor circuit installed for kitchen motors and fan; all storerooms and corridor rewired in pipe; all old work taken out; some lighting changed in kitchen; new distribution and service cabinet installed in corridor at back door, and all service reconnected. Labor $301.45. Stock $355.12.

Power House, main switchboard changed over, to comply with new code and neutral buss bars grounded. Labor $48.96. Stock $13.49.

At a meeting of the Executive Committee of Moses Brown School held at the School Fourth Month 12, 1938, present: Edward Lyman Brown, Gren O. Pierrel, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The records of the last meeting were read and approved.

Reports of the Headmaster of Moses Brown School and of the Headmistress of Lincoln School were read and considered.

Gren O. Pierrel, Chairman of the Finance Committee of Moses Brown School, gave a detailed report of school expenses for the first nine months of the present school year, showing that the budget had been exceeded by $380. during that period.

We greatly appreciate the time and care given by the Finance Committee in the preparation of this report, and when a complete report, requiring our approval has been prepared, our Clerk is requested to call us together in special session for its consideration.

We approve increased charges for laundry service and that pupils furnish bedding and room equipment, as announced in the current issue of the school catalogue.

The following report was presented by the sub-committee under appointment to bring in suggestions for a suitable gift for Frances E. Wheeler, viz:

That the sum of one thousand dollars be given Frances E. Wheeler as a token of the esteem and appreciation in which she is held by the Committee on Moses Brown School and Lincoln School.

That a small personal gift be added, either a piece of jewelry or some article for use in her home, as the sub-committee may deem wise.

4/18/38

That the presentation be made at a small informal dinner to be given to her by the Committee, perhaps following the meetings on Fifth Month 3rd.

After discussion, the plan as outlined in the report was approved and adopted and the sub-committee are hereby authorized to carry out the details and draw on the treasuries of the two schools, under an apportionment to be made by the Finance Committee, for an amount not to exceed $1,000 for the money gift and not to exceed $100 for the personal gift.

In view of her eleven years of efficient service as Principal of the Lincoln School Junior High and Elementary Schools, we approve granting to May R. Hazen five hundred dollars a year for five years, payment to be made on or before Eleventh Month first, each year, subject to the approval of the Board of Trustees of Lincoln School.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

5/3/38

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

It is the general opinion of the faculty that this has been a very successful school year. Boys and staff have worked together well; there has been a good spirit in the School, and parents (through the Parents' Council and individually) have shown an increasing interest in the details of the School and a desire to cooperate in every way possible.

Wherever large groups of people work together there always are problems which have to be solved, and some boys do not do as well as they should, either in their academic work or in their relation to their fellows, but on the whole, real progress seems to have been made.

Every good school has for its ideal a personal relationship between boys and masters which will be conducive not only to a high standard and progress in academic work, but will permit the master to know a boy intimately, to help him directly and indirectly with many of the problems which all boys have, to broaden his interests in activities outside the school, and above all, to stimulate in its broad sense his spiritual development. The Moses Brown School has that ideal before it. Masters are more interested in boys than in subjects, and think more in terms of the student body and the School than of the course of study. There probably never has been a time when boys have needed more help and encouragement than at present, and teachers have assumed more and more responsibility for the whole boy.

5/3/38

Teaching is becoming a highly skilled profession, and good teachers must be ever alert to the need for professional improvement. Many members of the staff, through summer school and seminar courses, lectures, and reading, have made a determined effort to keep abreast of constantly changing educational activities, and the Headmaster has emphasized the need for this, both in faculty meetings and in personal conferences with teachers.

In the two most recent numbers of the Moses Brown Bulletin, an attempt has been made to indicate quite definitely specific objectives of the School and the means used for attaining them. The response from patrons, former students, and others interested in education, has been gratifying. It is difficult to formulate statements which will be understood by all readers, and the Headmaster and the editor would be glad to have an expression from members of the Committee of their opinion of the statements made.

"Extra curricula" is the adjective used to designate activities not included in the more formal course of study. These activities, however, may in some instances be almost as significant in a boy's development as formal classroom work and should have a regular place in a well-developed school program. The effort is made not to add to the activities of boys already interested in other things, but to arouse the enthusiasms of others, and to provide opportunities for all the boys in School.

This year clubs in Navigation and in Calculus were formed.

In conjunction with the Lincoln School, a dancing class for house boys and girls was organized. This met at the Lincoln School on sixth day evenings.

Weekly talks on current events to the whole student body stimulated a broader interest in national and international affairs.

A number of the boys attended regularly the meetings of the Foreign Policy Association and all the boys in the Upper School participated in the TIME Current Affairs Contest.

A group of fourteen regularly attended the Boston Symphony Orchestra concerts, and a more definite effort has been made also to take groups of boys to scientific lectures at the University and on visits to industrial plants.

These activities have been planned not to reduce emphasis on fundamental subjects, but to supplement these and to enrich the boys' experience.

Health - During the winter term the health of the School was unusually good. There was some minor illness and one boy was in the Isolation Infirmary for several weeks with German measles and a sinus complication. For many days, however, the Infirmary was entirely empty. There was one case of scarlet fever in the day department, but no other cases developed from this.

5/3/38

The only person seriously ill was Otla M.Woodbury, who has been a teacher at Moses Brown for many years and in charge of the Pre-Primary Class ever since its establishment. She was in the Jane Brown Hospital for five weeks, and had two serious operations. At present she is at her home in Beverly, Massachusetts, and will not return to School this year, although she should be able to take up her duties in the fall. Her work has been carried on by her assistant, Marjorie Murdock, aided by substitute teachers.

Faculty arrangements for next year have not been completed. There will be two vacancies due to the marriage of Clarence B. Eichman, teacher of Science, and Flo A. Moyer, who has been in charge of the sixth grade. We shall miss these teachers, but arrangements cannot be made to care for additional married masters, and this was understood when these teachers came to Moses Brown.

In making arrangements with some of the younger teachers, the Headmaster has left them free to accept better positions if openings become available in other schools, provided, however, definite decisions are made by the first of Seventh Month. It is possible, although not probable, that one or two of these teachers may be successful in finding openings elsewhere.

Max Heinze, who was the International Schoolboy Fellowship German Exchange student at Moses Brown for the

first half year, went home at mid-years, and his place was taken by Karlheinz Schrödter.

Up to this time these exchange students have been permitted to remain in this country only for a half year each. Next year, however, the students coming to the United States will come for a full year. The Headmaster hopes that Moses Brown School may act again as host to one of these fellows and recommends to the Committee the granting of a full scholarship to the Fellowship. It is difficult to measure the results of the School's association with these boys, but it would seem that in a small way, some contribution is made to international understanding and good will.

Arrangements are being made to celebrate the eighth annual Father and Son Day on Fifth Month 20. Mr. Carroll Harrington, of Providence, is chairman of the General Committee, and he is assisted by committees of fathers and sons. There will be the usual program of Lower School sports in the morning, luncheon in the grove, athletic events in the afternoon, and a dinner and entertainment in the evening.

The activities of this day do much to stimulate a spirit of friendliness among all who participate, and it has become one of the outstanding events of the school year. It is hoped that some of the members of the School Committee can share the day with us.

Maintenance - The work on the electric wiring has been completed and a letter has been received from Mr. Ralph W. Eaton, City of Providence Public Service Engineer,

5/3/38

commending the School and expressing appreciation of its cooperation. The work has covered a period of approximately two years and has cost $2489.58 ($1107.87 for material, and $1381.71 for labor).

Much of the wiring in the building has been renewed and all the work has been brought in line with the best modern wiring requirements. The Headmaster has submitted to the Executive Committee a detailed record of the job.

Other work which has been done during the year, such as painting, general repair, planting, fertilizing, etc., has been routine, and has been in line with the policy of constantly maintaining and improving the condition of the grounds and buildings.

Finances - During this year the treasurer, in consultation with the Finance Committee and the Headmaster, has devoted a large amount of time to an analysis of the income and expenditures over a ten-year period, in order to determine what the trends have been, what it actually costs to educate a boy at Moses Brown, what improvements can be made in the School's business arrangements and in bookkeeping methods, and what the future needs (so far as they can be determined) will be. This study has not been completed, but it undoubtedly will provide some interesting figures and will raise some questions as to future policies.

In accordance with the recommendation of the Finance Committee also, a budget has been prepared covering expenditures

from Seventh Month 1, to Ninth Month 30. This will be supplemented on Tenth Month 1, by the usual budget for the year.

With this report are submitted the financial statement for the nine months ending Third Month 31, 1938, and a comparison of the expenditures with the budget estimates.

The Finance Committee approved the restoration, beginning Fourth Month 1, of the ten per cent cut which had been made in the wages of the employees on the grounds, in the kitchen,and in the house.

Gifts - The following gifts have been received since the last meeting of the Committee:

From Edward M. Read, $5.00 for books for the Library
From the Office of the Director of Admissions at Brown, a copy of Songs of Brown University
From Pliny K. MacCracken, two photographs of Rufus M.Jones and T. Edmund Harvey, taken at the time of the Regional Conference held at Moses Brown in Ninth Month
From "An Alumnus of Yale," a year's subscription to the Yale Alumni Magazine
From M. LeMoine Potter, a year's subscription to American Forests Magazine
From Caroline Hazard, a copy of "Nailer Tom's Diary"
From Kenneth M. Harlowe, $20.00 for the general Library Fund
From Sue Smiley Underhill, two photographs of early pupils at the School
From Madame Whitney-Hoff, a copy of "A Message for Today"
From Mr. and Mrs. Joseph McIntyre, parents of Paul R.McIntyre, Class of 1924, a pressure type rowing machine, mat and bars
From J. Frederick Talcott, a copy of "James Talcott, Merchant"
From the American Society of Mechanical Engineers, two copies of "George Westinghouse Commemoration"
From the library of Fanny and Asenath Tetlow, a number of volumes of history, poetry, and biography
From Mrs. Helen Thomas Gifford, a copy of the life of Nelson D. Gifford, Moses Brown 1917 (who died in 1930)

Respectfully submitted,
L Ralston Thomas
Headmaster

5/3/38

5/3/38

At a meeting of the Executive Committee held at the Moses Brown School Fifth Month 3, 1938, present: Edward Lyman Brown, Charles P. Sisson, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Willis H. White, Lyra T. Wolkins. An excuse for absence was received from Edward L. Macomber.

Charles P. Sisson reported for the Finance Committee stating that a budget was set up for the summer period, Seventh Month 1, 1938 to Ninth Month 30, 1938. The budget was approved by the Finance Committee with the exception of a deduction of $755 in the amount designated for repairs and renewals.

We approve the report of the Finance Committee.

The Headmaster wishes permission to use the school car for personal use for a period of five weeks during the summer. The Committee grants the request.

The Meeting then concluded.

(Signed) Charles H. White
Acting Recording Clerk

To the Executive Committee in Charge of Moses Brown School:

The Eighth Annual Father and Son Day - The record for perfect weather for Father and Son Day was broken this year as the activities were held under overcast skies, with heavy showers during the day.

The Lower School sports events in the morning had been almost completed when we were driven indoors at noon by the rain. This necessitated shifting from the grove to the dining room for luncheon, and in spite of a considerable jam in the dining room, approximately 600 persons were fed. The Cranston High School Band of forty pieces played in the Study Hall. This helped considerably.

The weather cleared sufficiently in the afternoon for Varsity baseball, but not for tennis and softball baseball.

At the dinner in the evening, Dr. Bruce M. Bigelow talked to about 400 fathers and sons. The evening closed with the usual entertainment in Alumni Hall.

Although it was disappointing not to have a clear day, fathers and sons accepted the inconveniences and changes in program graciously and everyone felt that we had had a most successful time.

The Annual Exhibition of Lower School work will be held in Alumni Hall on Fifth Month 26, 1938. This event always attracts a large number of parents of Lower School boys and other friends of the School. Each class has on display one or two special features and samples of the regular work at several points during the year. This gives visitors an opportunity to see the improvement made by each group since fall and also shows the progress from grade to grade. This exhibition requires time, energy, and careful planning on the part of teachers, but it has been a worthwhile enterprise. Some of the teachers believe that another activity might now properly replace the exhibition, but no satisfactory substitute has yet been found. It would interest members of the Committee to see this display of the work of the younger

students, and would give them an understanding of the type of work we are doing at Moses Brown. It is hoped that many of you can attend.

Baccalaureate and Commencement Exercises will be held Sixth Month 5, 1938 and Sixth Month 9, 1938 respectively. Reverend C. Leslie Glenn of Christ Church, Cambridge, will be the Baccalaureate speaker and Dr. Robert Russell Wicks of Princeton University will make the Commencement address.

The suggestion has been made that if the Baccalaureate Exercises could be changed from morning to some other time of the day, it would be possible for more members of the School Committee to be present. A survey of the situation would seem to indicate, however, that a change from the present hour would make it more difficult to get a full attendance of the class and not add materially to the number of parents and friends who might come in for the exercises.

This year a class of forty-four will be awarded diplomas. This is one of the largest classes which has been graduated.

It would be of help in making the arrangements for Commencement if each member of the Committee could notify the office definitely whether he will be able to be present. It would be most encouraging if all could attend.

Re-Registration for next year and the new registrations are about as usual at this time. There seems to have been an increase in inquiries.

The requests for special help present a problem. Undoubtedly the parents of many desirable students, both the Lower and Upper Schools, require some assistance if they are to have their youngsters return. Undoubtedly also requests for scholarship aid are made by those who do not absolutely need the help or could get along with smaller amounts than asked for. It is a problem (which Moses Brown has in common with almost all other schools) to know how to meet this situation satisfactorily.

The most serious problem in enrollment continues to be Belmont, the Lower School house group. In order to provide illustrations for publicity material to send to those who may now or at some future time be interested in a boarding group for small boys, Mr. William M. Rittase of Philadelphia recently took a series of pictures of Lower School activities. The pictures of the Upper School which he took some years ago have been found so useful that the expense of another series seemed justified at this time.

It may be of interest to the Committee to know that the Headmaster was recently elected President of the Barnard Club of Rhode Island, and Vice President of the Child Guidance Clinic of the Rhode Island Society for Mental Hygiene.

Moses Brown School has been a member of the Cum Laude Society (the independent school honor society) for eight years. This year we are to have the privilege of acting as host for their annual meeting on Fifth Month 25. There will be faculty and student representatives from twelve member schools in New England.

The last two items have been mentioned because a school like Moses Brown should not only be giving attention to the quality of its own work but it should be represented in other organizations and take an active part in their affairs. In this way it can contribute to a degree some help in the solution of general educational problems which are of vital interest to all of us.

Summer Work - At this meeting of the Executive Committee the Headmaster usually presents for consideration recommendations as to summer work. Inasmuch as the summer budget which was approved at the last meeting of the Executive Committee contained all important items for this summer's work, it is not necessary to list them again at this time.

At this meeting of the Executive Committee it is customary to give authority to the Headmaster of the Moses Brown School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums not exceeding $10,000 as may be needed for summer expenses. It is recommended that a similar minute be prepared this year.

The Financial Report will be presented by the chairman of the Finance Committee.

Gifts - Since the last meeting of the Committee the School has received two gifts. Mrs. John Waterman has given two large plaster plaques for the Studio. These are not objects of art which the School would purchase for itself, but they are obviously pieces which cost considerable sums originally and they are useful additions to the Studio.

Mrs. Susan Smiley Underhill, who has made other small gifts to the School, has presented five excellent photographs of former members of the staff: Augustine Jones, Mrs. Augustine Jones, Seth K. Gifford, Susan Moore, Bessie T. Wing.

Respectfully submitted,

L Ralston Thomas

L. Ralston Thomas
Headmaster

5/24/38

5/24/38

At a meeting of the Executive Committee of Moses Brown School held at the School Fifth Month 24, 1938, present: Edward Lyman Brown, Gren O. Pierrel, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The recommendations of the last meeting were read and approved.

The reports of the Headmaster of Moses Brown School and the Headmistress of Lincoln School were read and considered.

We hereby authorize the Headmaster of Moses Brown School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums, not exceeding $10,000, as may be needed for summer expenses.

The question of a possible change in the time of day of holding the Baccalaureate Exercises was considered, but we are agreed that it is not advisable to make any change at this time.

Gren O. Pierrel, on behalf of the Finance Committee, presented a report of expenses for the ten months ending Fourth Month 30, 1938. This report stated that payments for this period had exceeded the budget estimates by $547. and had been principally incurred for expenses of maintenance.

As we are now operating under different conditions than for some years previous, receiving less income from endowments, and making greater concessions for special arrangements for tuition, etc., the following recommendations of the Finance Committee regarding future policy as to scholarships and special arrangements are hereby approved:

1. Resident Students:

For Friends we should receive not less than $600 by scholarship (real income from funds), work, and cash.

For non-Friends we should expect to receive in cash approximately the equivalent of the cost of board and lodging to the School (e.g. $500 - $600).

2. Day Students:

For Friends in the day department, rate will depend on circumstances.

For non-Friends in the day department, we should expect to receive at least fifty per cent of the normal tuition.

These are minimum figures, not for publication, but this is a brief statement of the policy which should be followed.

It was understood also that as scholarships are awarded to new applicants, they are to be informed that the award is to be made contingent on the payment of current bills within thirty days of the time they are due. This is to be applied to those already in school at the discretion of the office.

It is further understood that patrons are to be informed when necessary that bills must be paid in full before a boy is readmitted to a new school year.

The Committee agreed that the time had come for a gradual stiffening of our policy with regard to scholarships and special arrangements, but with the understanding that there are many practical considerations which must of necessity be taken into account in administering the policy.

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The Headmistress of Lincoln School read a letter from Dr. Robert M. Lord, expressing his gratification at having been asked to serve on the Board of Trustees of Lincoln School. This matter will come before the General Committee at its next meeting.

As requested by Frances E. Wheeler, we hereby grant Lincoln School permission to destroy not only all check books which are more than six years old, but also bank deposit slips and all old bills of a transcient nature, with the exception of new equipment bills, which should be kept indefinitely.

The presiding clerk is directed to appoint a committee, not exceeding three persons, to act with the Headmaster of Moses Brown School and the Headmistress of Lincoln School to bring in to the Executive Committee recommendations with regard to possible reorganization of the two schools to provide adequate control by the Yearly Meeting but to permit the association with us of non-Friends whose interest, advice, and support would be valuable.

The meeting then adjourned.

(Signed) Edward L. Macomber

Recording Clerk

The Headmistress of Lincoln School read a letter from Mr. Edward L. Ford, expressing his gratification at having been asked to serve on the Board of Trustees of Lincoln School. This matter will come before the General Committee at its next meeting.

As requested by Frances L. Hiddler, we hereby grant Lincoln School permission to destroy not only all check books which are more than six years old, but also bank deposit slips and all old bills of a transient nature, with the exception of new equipment bills, which should be kept indefinitely.

The presiding clerk is directed to appoint a committee, not exceeding three persons, to act with the Headmaster of Moses Brown School and the Headmistress of Lincoln School to bring in to the Executive Committee recommendations with regard to possible reorganization of the two schools to produce adequate control by the Yearly Meeting but to permit the association with us of non-Friends whose interest, service, and support would be valuable.

The meeting then adjourned.

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

For the information of the Committee and as a matter of record I should like to report briefly on the hurricane and flood which destroyed lives and property in Rhode Island on Ninth Month 21, 1938. The storm struck Providence in the late afternoon, the wind attaining for a time a velocity of nearly one hundred miles an hour in the city; it was reported as considerably higher along the coast. An unusually high tide, which seemed to be almost a tidal wave along the shore, backed up the water in the rivers and flooded downtown Providence in some places to a depth of fifteen feet, - twelve feet at the Biltmore Hotel.

The tremendous destruction to property and the loss of life on the coast and in Providence was caused more by the water than by the wind itself. The wind, however, was alone responsible for the loss of thousands of fine old trees throughout Rhode Island.

At Moses Brown we lost 130 trees either uprooted entirely or so badly broken that they have been or will have to be taken down. About 70 more have had or will have to have major trimming, and practically all our trees will need some work.

Windows in Alumni Hall and in other parts of the building were blown in or broken by flying objects, skylights were broken, shingles and flashings were blown off roofs, and there was considerable general damage.

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MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

A number of our boys and masters were downtown at the time of the flood, but no member of the school family was injured.

The ~~estimated~~ damage to the trees, not counting replanting, probably will amount to more than $5000. It will cost from $1000 to $1500 to repair the damage to the buildings.

No classes were held on Thursday and Friday, and the masters and house boys turned out to help clear up the grounds. They worked Thursday, Friday, and Saturday mornings, and did a fine job. Since that time we have had fifteen or twenty men working every day cutting up the fallen trees, doing such trimming as was necessary to remove dangerous limbs, and cleaning up the brush which soon became a real fire hazard.

Immediately after the storm the damaged roofs and skylights were covered by roofing paper, and emergency repairs made. Within the last few days we have been able to get men and materials, and the permanent work on the roofs is being done.

Because we have our own power plant, we were not so seriously handicapped as most places in the city. There was sufficient oil in the tanks to provide us with fuel over the week end and we were able to secure enough food to meet our needs quite adequately. The financial loss is of course considerable, but the most serious destruction was to our fine trees. During the winter a program of planting should be developed and a start made in replanting in the spring.

10/11/38

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Enrollment - The Upper School, which began officially on the twenty-first of Ninth Month, resumed classes on Monday, the twenty-sixth, and the Lower School began as scheduled on Wednesday, the twenty-eighth. The total enrollment in the Upper School this year probably is the largest in the history of the School, 222 boys, of whom 65 are in the House. The Lower School has an enrollment of 148. This is somewhat below last year, the difference being accounted for in the fact that the Pre-Primary room, which had nineteen boys a year ago, now has nine, and there is a single seventh grade (Fourth Intermediate) class instead of a double room. All other groups are in excellent condition. It has been our experience since the beginning of the Pre-Primary work here, that these classes are small every other year.

In the Fifth Form we practically stopped accepting new day boys after the middle of Seventh Month, and with a very few exceptions, no day boys were accepted after Labor Day. In view of the general business condition, it is difficult to understand the large increase in applications this year. It is a satisfaction, however, to know that the School is so highly regarded in its own community.

German Exchange Student - Again this year the School has an exchange student from Germany; Friedrich Seifert arrived on the thirtieth of last month. He is a boy of seventeen, with a fair command of English. He seems to be a likable youngster and already he is taking his place among the boys.

10/11/38

It is difficult to estimate the value to the boy or to the School of the exchange fellowship, but I believe it is worth while for us to participate in this activity, and with the regulations changed so that Fritz may remain at School for the full year, more measureable values may become apparent.

Faculty - There are three new teachers on the staff this year. James H. Ritter, a graduate with a Master of Science degree in Education from Bucknell University and further graduate study at Duke, is in charge of the work in Chemistry and Physics. He has taught in Pennsylvania public schools.

Bruce E. Meserve, a member of the Portland Meeting and a graduate of Bates College, will assist in Mathematics.

In the Lower School there has been one change in staff. Hollis Evins, a graduate of Asheville Normal and Teachers College, North Carolina, has taken the place of Flo A. Moyer, who was married during the summer. Miss Evins, although not a Friend, has been associated with Friends in Haverford and seems well qualified for her work in the sixth grade. She came to us from Concord, Massachusetts.

Commencement - On Sixth Month 9, 1938, a class of forty-four boys was graduated. Of these, forty have gone on to college or other higher institutions, and three have returned to Moses Brown for post-graduate work.

College Entrance Examination Board examinations - Eighty-five boys took one hundred ninety-three College Entrance Examination Board examinations in Sixth Month. Of these, 85 per cent received ratings which are acceptable for college credit. There is no longer a passing grade as such, but each college determines for itself the rating which is acceptable to it.

Fifty per cent of all Moses Brown ratings in Mathematics were "honors" or "highest honors," ten of them being in the latter group. This is an unusually fine record.

I discussed in my report of a year ago the changes which are being made in the Mathematics examinations, and so far as it can, the School is anticipating in its teaching the requirements of the new type examinations. The problem of how to deal with transfers from other schools is a puzzling one. It may be that later special sections in second year Algebra and in Geometry will have to be set up for the boys who come in to us without adequate preliminary preparation in the new type of Mathematics. It is hoped, however, that this can be avoided, because it would require the addition of a full-time teacher in the department.

Summer Work - During the summer there was the usual painting, papering, and general maintenance in the buildings and on the grounds, but no new work and no extensive alterations were undertaken. The summer work was completed well before the opening of School, and until the hurricane the property was in good condition.

Gifts - Since the last meeting of the Committee, the School has received the following gifts:

From the Fourth Intermediate Class - A Bell and Howell
16 mm. Moving Picture Projector with Sound Equipment

From the Estate of Emily M. Jones, through Ellen A. Winslow-
Pamphlet - "Faith and Practice"
Map of "Friends' Yearly Meeting, New England"
Essay on Prominent Doctrines and Testimonies of Friends
Minutes of New England Yearly Meeting 1847
Testimony of Society of Friends - 1830
Historical Sketch of North Berwick - 1831-1931

From Miss M. LeMoine Potter - Renewal of subscription to
AMERICAN FORESTS Magazine for the school year.

Walter R. Jones Trust Fund - The Hartford National Bank and Trust Company has submitted a copy of its annual statement to the Probate Court for the year ending Sixth Month 1, 1938. This statement is available for any members of the Committee who wish to see it.

Financial Statement - With this report are submitted the financial statement for the fiscal year ending Sixth Month 30, 1938, a comparison of expenditures with the budget estimates for the same period and a budget for the current fiscal year. For the twelve months ending Sixth Month 30, the unexpended income was $3547.50. In addition, $4000.00 was set aside for bad debts. During the year $2898.72 was paid from the Improvement Fund on account of the Alumni Hall improvements.

Respectfully submitted,

L Ralston Thomas
Headmaster

10/11/38

10/11/38

At a meeting of the Executive Committee of Moses Brown School held at the School Tenth Month 11, 1938, present: Edward Lyman Brown, Amy Louise Philips, Gren O. Pierrel, Alexander C. Purdy, Margaret C. Sisson, Charles F. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Minutes of the last meeting were read and approved.

In accordance with a minute adopted Fifth Month 24, 1938, the presiding clerk informed us that he had appointed Charles H. White, Gren O. Pierrel, and Thomas A. Tripp to act with the Headmaster at Moses Brown School and the Headmistress of Lincoln School to bring into this Committee recommendations with regard to possible reorganization of the two schools to provide adequate control by the Yearly Meeting, but to permit the association with us of non-Friends whose interest, advice, and support would be available. These appointments were approved, and Frances E. Wheeler was named as an additional member of this committee.

We approve granting the request of the Board of Canvassers and Registration for use of a building on Election Day, Tuesday, November 8, 1938, the details of the arrangement to be left to the Headmaster.

The recommendation that a definite plan of replanting on the grounds be developed was approved. The matter is left with the Headmaster. He is to secure such expert advice as may be necessary and present a plan for the consideration of the Executive Committee at a later meeting.

Adjourned.

(Signed) Edward L. Macomber

Recording Clerk

2/7/39

To the Executive Committee in Charge of Moses Brown School:

Each year an effort is made to give special emphasis to some activity which has a definite educational contribution to make to the life of the School. This year particular emphasis is being given to the use of visual aids as supplements to regular classroom work.

The Fourth Intermediate Class of last year made available to the School a first class 16 mm. Bell and Howell sound-on-film projector and speaker. J. Drisko Allen, teacher in charge of that grade, investigated the possibility of securing educational films for use with this equipment. His idea originally was to provide material for his class and some of the other Lower School groups. He discovered that many films are available in special fields and a large number can be secured either for the postage or for a very small additional charge. He has, therefore, followed up his original project until he now has an excellent catalogue of the "visual aid" material which is available and he has undertaken to secure for all the teachers in Upper and Lower Schools such slides and films as they may desire to use.

The Arch Room, which has been such an unsatisfactory classroom that it seldom has been used (being approximately 28 feet long by 10 feet wide) makes an ideal room for showing pictures and is now being fitted up for that purpose. The material can be prepared outside of regular class periods, and classes can be taken in there with little loss of time. By careful selection of films, many courses can be enriched and miscellaneous topics can be taken up in an interesting way without reducing the emphasis on thoroughness. This should prove to be a real addition to our educational program.

Drisko Allen also has arranged to provide films for a number of regular Lower School assemblies and it is hoped to have films available for the house boys and such of the day boys as may wish to come in on Friday evenings.

The Friends' Council on Education is a joint committee of the two Philadelphia Yearly Meetings. Practically all the Friends' schools in the Philadelphia area have been represented. The Council has done much, through its Executive Committee, and by occasional meetings, to stimulate discussions of general educational problems from a Quaker point of view and to help the member schools by suggestion and advice. Recently the Council decided to extend its membership to schools outside the Philadelphia area, and Moses Brown has been invited to join the group. Contributions for the support of the work apparently are on a voluntary basis, and the most recent report indicatdd that each school gives from ten to fifty dollars a year. It is probable that they would expect from us twenty or twenty-five dollars a year. It would be difficult to estimate just what tangible return we should receive for this, but it is a good work which should have the support of Friends everywhere, and the Headmaster would like to recommend that Moses Brown accept membership with the understanding that we may withdraw if it seems desirable to do so.

Friends of Refugee Teachers is an organization of representatives of private schools throughout the country which is endeavoring to make its contribution to the refugee problem by providing opportunity for refugees who are teachers to find positions in private schools. The American Friends Service Committee, The Carl Schurz Foundation under Wilbur K. Thomas, and other groups also are in communication with the schools for the same purpose. In the opinion of the Committee, what should be the policy of Moses Brown on this question? Late in the fall we had as our guest for a week Dr. Kuerti, a refugee from Vienna. He was a fine type of man and would have liked to have a place in a secondary school. He since has secured a position in research at the University of Rochester. This question will be raised frequently in the next few weeks, and some decision should be made with regard to it.

German Exchange Student - Friedrich Seifert is the fourth German Exchange Student to come to Moses Brown. We have had under the International Schoolboy Fellowship also one English boy. The time has come to decide whether the School should offer a scholarship to a German or an English boy for next year. It is the opinion of the Headmaster that we should continue our association with the International Schoolboy Fellowship and give the organization such help and encouragement as we can. This does not mean that a scholarship has to be offered every year. There is a difference of opinion among the faculty as to the value of the exchange, but the majority believe that our participation has been worth while. It is recommended therefore that a scholarship be offered for an exchange student for next year, that we ask to have an English boy sent to us, but that the question of nationality of our exchange be left open so that we may accept either an English or a German boy depending on the needs of the Fellowship when the time comes.

Belmont - In an effort to place the advantages of Belmont (our Lower School residence group) before those who are interested in schools for younger boys, an attractive booklet is being prepared. This will contain a number of pictures and a brief statement about the residence department. The booklet will be used as a supplement to the catalogue, for those who inquire for information about the Lower School for boarding boys and will be available also for special mailing to any candidates recommended to us. Although ideally the Belmont group should be housed in a separate cottage, the arrangement which we have at Moses Brown is an unusual one for boarding schools. The house group itself is small and the boy lives, therefore, in a small group under the supervision of a House Mother. During the school day, however, he has the advantage of a large, well-organized class for every grade. In most boarding schools for younger boys, either the house group itself is quite large or, if it is small, then the school activities are restricted and the

2/7/39

boy frequently finds himself in a class with only a half dozen boys of his own age. For some time we have had in Belmont each year from seven to nine boys with a number of day boys as residents for short periods. A dozen boys would make an ideal number.

Copies of the booklet will be sent to the Committee when it has been finished, and if you know of anyone who may be interested we shall be glad to have your suggestions.

Benefactions - From time to time persons interested in Moses Brown inquire as to our needs. These inquiries usually are not followed by gifts of any size. Some schools and colleges, however, have found it helpful to have available small folders which give a brief statement of certain specific needs. These can be sent to some of the friends of the School who may at some time be interested in making substantial gifts, and they may also be placed in the hands of a selected list of attorneys and others who have contact with people who, in making their wills, would be glad to know of the needs of an endowed school of this kind. The Headmaster has discussed this matter with Wayne Davis(who has had experience in dealing with this problem for other institutions) and has asked him to suggest a suitable form for the presentation of this material. In the opinion of the Committee is this a proper way to bring this matter to the attention of possible benefactors?

Use of Gymnasium for Voting - The Board of Canvassers has requested the use of the Lower School Gymnasium for the special election to be held in Rhode Island on Second Month 16. Inasmuch as the Committee had expressed its approval of the use of this building as a voting place in Eleventh Month and as an immediate decision was necessary, the Headmaster agreed to permit the Board of Canvassers to use it again. Will the Committee give this its formal approval?

Financial Report - With this report are submitted the balance sheet as of Twelfth Month 31, 1938, a statement of expenditures and a cash account for the six months ending Twelfth Month 31, 1938. The Chairman of the Finance Committee will make the formal report.

Respectfully submitted,

L Ralston Thomas

Headmaster

2/7/39

At a meeting of the Executive Committee of Moses Brown School and Lincoln School held at Moses Brown on Second Month 7th, 1939, present: Edward Lyman Brown, Amy L. Philips, Gren O. Pierrel, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Edward L. Macomber. We are informed that Lyra T. Wolkins is unable to attend on account of illness.

The Minutes of the last meeting were read and approved.

The Headmaster's report was read and considered.

We approve having Moses Brown School and Lincoln School become members of the Friends' Council on Education and authorize an annual contribution to the Council not in excess of $25 each, at the discretion of the Headmaster and Headmistress respectively.

We accept as a matter of principle the obligation of Moses Brown School to participate in the activities of the committees on Refugee Teachers and authorize the acceptance of a teacher at Moses Brown under such conditions as the Headmaster may deem proper.

We approve the offering of a scholarship under the International Schoolboy Fellowship for an exchange student for 1939-1940, preferring that an English boy be sent to us but that the question of nationality of our exchange be left open so that we may accept either an English or a German boy depending on the needs of the Fellowship when the time comes.

The Headmaster reported as a matter of information the preparation of a booklet setting forth the advantages of Belmont, the residence department of the Lower School. This will cost approximately $300 and is hereby approved.

A request of the Board of Canvassers for use of the Lower School Gymnasium for the special election to be held in Rhode Island on Second Month 16th is hereby formally approved.

The Headmaster of Moses Brown School (in conjunction with the Finance Committee and the Endowment Committee) is authorized to issue such circulars as seem advisable, to be sent to friends of the School who may at some time be interested in making substantial gifts, and also to be placed in the hands of a selected list of attorneys and others who have contact with people who, in making their wills, would be glad to know of the needs of an endowed school of this kind.

On behalf of the Finance Committee, the Headmaster presented a summary of expenditures of Moses Brown School for the six months ending Twelfth Month 31st, 1938.

Charles H. White gave a verbal report on work being carried forward by the Reorganization Committee.

The Headmaster reported that it is the opinion of the Committee on Pensions that a plan for Moses Brown School should be adopted at such time as the School's financial condition warrants it.

As Mrs. Hersey is about to retire, after thirty-three years of service, from her position as House Mother of Belmont, we approve the recommendation of the Headmaster that she be paid a pension of $50 per month beginning with the new fiscal year, Seventh Month 1st, 1939.

An interesting report of the various school activities was presented to us by the Headmistress of Lincoln School.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

To the Executive Committee in Charge of Moses Brown School:

Health - Over the years the School has had an unusually fine health record. Even with considerable illness in the community, the attendance has been good and only occasionally has there been any serious spread of contagious disease. This year has been an exception. Beginning in the fall there were several cases of pneumonia and considerable general illness. In the winter term there were cases of mumps, chicken pox, measles, and whooping cough along with an unusually severe but short-term type of grippe. During the latter part of Second Month and the first part of Third, there were times when approximately ten per cent of the pupils in the Upper and Lower Schools were absent because of illness. Conditions improved somewhat just before the holiday, but there are many students out of school at present.

There seems to be a cycle of illness which has affected this community in general and schools and colleges all over New England. We were notified early in the winter that we should expect an epidemic of influenza this year or next, and it evidently has arrived. Thus far there have been few serious complications and it is hoped that with the warmer weather the situation will improve.

Fortunately there has been little illness among the teachers and consequently no serious interruption in the school routine.

Faculty Arrangements for next year have not been completed, but it is probable that there will be very few changes. Robert M. Merritt, Jr. and Marjorie Murdock are planning to be married this summer. He has had charge of Biology and General Science and has assisted with the dormitory and sports. He is a graduate of Moses Brown and has been on the staff four years. No successor has been chosen yet.

Marjorie Murdock has been an assistant in the Pre-Primary. Her place will not be filled until the enrollment in that group makes an assistant necessary.

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Barbara Hughes is planning to be married in the summer also. She has been a member of the school faculty for a number of years, and for the last three years has had charge of the School's testing program and remedial work. She is highly skilled in tests and measurements and in remedial reading, and will be a difficult person to replace.

In accordance with the arrangement already made with Maud W. Hersey, she will retire at the end of this year on a pension of fifty dollars a month. Mrs. Hersey has asked the Headmaster to express to the Committee her appreciation of the arrangement which has been made for her. A number of candidates for the position of House Mother have been interviewed, but no well-qualified person has yet been found to take her place.

Country Day - Gordon School Merger - Since the last meeting of the Committee, the newspapers have announced the acquisition by the Providence Country Day School of the Gordon School. For a number of years Gordon has been a struggling institution and for two years the rumor has been current that it was going to close its doors because of financial difficulties. As it has been to a considerable extent a feeder for the Country Day School, it obviously was a wise move on the part of the trustees of Country Day to assume responsibility for it and to have the management in their charge. The Gordon School has not been a serious competitor of Moses Brown, although each year they have had some boys we should like to have enrolled. It is probable that under the new management the school will gain strength, but only time will tell whether it will make our enrollment problem difficult.

The first move of the new administration was to reduce the charge for their Nursery School, in an attempt to compete on a price basis with certain private groups in the city. It is hoped that no attempt will be made to reduce the charge for classes above the pre-school group.

Barbara Hughes is planning to be married in the summer also. She has been a member of the school faculty for a number of years, and for the last three years has had charge of the School's testing program and remedial work. She is highly skilled in tests and measurements and in remedial reading, and will be a difficult person to replace.

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Re-registration - The re-registration cards will be sent to parents within the week. It is too early to know what the prospects are for new students. The requests for catalogues and other information are normal for this time of year.

The Upper School enrollment for the current year was permitted to exceed somewhat our normal capacity. With a large class leaving, it is probable that there will be a reduction in the size of the Upper School next year. If this does not occur naturally, then care should be used not to take too many one-year boys. The total enrollment in the Upper School should not exceed 215, and possibly it should be slightly under that figure unless an unusually large number of applications should be made for lower Forms. The School has been somewhat under-staffed this year and it has been difficult to manage the school program and to provide for the special help to which boys in a school of this kind are entitled. It may be advisable to engage an extra teacher, but this will not be done unless it seems to be absolutely necessary.

College Admissions - The current number of the Moses Brown Bulletin contains an article on college admissions which should be read carefully by all members of the Committee. In the last four or five years some colleges have been giving increasing weight to the results of the Scholastic Aptitude Tests. These examinations have been designed to test candidates' aptitudes for scholastic work. Specific training cannot be given in preparation for these examinations and in theory, at any rate, they are not much affected by the kind of preparation a boy has had. The boy who is low in these tests is likely to be refused admission by a number of the New England Colleges, although his school work may satisfy their minimum requirements. There are many colleges which are not yet using the S.A.T. as part of their admissions program, but undoubtedly the next four or five years will see a marked spread in their use.

Moses Brown and other schools of the college preparatory type have for years sent on to college boys of mediocre ability. These boys have, because of their superior training, been able to enter college and to compete on reasonably even terms with boys of better ability. The problem now is to persuade boys of mediocre and low ability not to attempt to enter a number of the New England colleges and it becomes necessary to find other colleges and universities of lower standard which will be willing to accept them. It will be necessary also for us to carry out more elaborate testing programs in order to discover a boy's weaknesses so that specific training may be given in their correction.

This year's graduating class presents some serious problems from the point of view of college admission. For the students in the first half or top three fifths of the group, it is necessary only to use some care in directing them to colleges for which they are suited or away from colleges for which they are not suited. The students in the fourth fifth will be refused by many colleges in New England, but may be accepted by a few others. The lowest fifth, most of whom will not graduate, presents a really serious problem. These boys are in most instances substantial citizens with limited academic ability. Under normal conditions they should be advised to go to work and not attempt to enter college. At present, however, there are practically no jobs which offer them any opportunity in the future. An additional year in school would not, for the most part, improve their chances for college admission. Parents look to the School for some recommendation with regard to these boys, but intelligent recommendations are extremely difficult to make. It probably will be wise for us to inaugurate in the near future a policy of administering aptitude tests to all candidates for admission to Moses Brown, and refusing those boys who do not make a reasonable rating. The alternative to a program of this kind is the establishment of a general as well as a college preparatory course, and that, under present conditions, cannot be recommended.

The Proscenium Club, with the assistance of girls from Lincoln School, presented its annual spring play immediately before the holiday. This club has been in existence for ten years and is one of the strongest organizations in School. It is providing many boys with experience in acting, in the design and building of stage equipment, and in business management. The income which is received by the sale of tickets not only covers the expenses of the plays, but permits the Club to buy some additional equipment each year.

Motion Pictures - In the previous report the Headmaster spoke of the program which had been planned by Drisko Allen by which motion picture films were to be made available to the teachers in all courses for instructional purposes and for general showing. This has worked out even better than had been anticipated. In addition to the films secured for classroom use, there have been general Lower School programs and a regular showing also on Friday evenings. The latter have provided instruction and entertainment not only for the house boys but for many of the day boys and parents who have come in.

Religious Denominations - Recently, in response to a request of the National Preparatory School Committee of the Y.M.C.A., a census was made of the church membership of all the boys in school. The figures will be of interest to the Committee:

Episcopal	131	
Congregational	24	
Unitarian	33	
Undesignated	32	
Baptist	29	
Catholic	27	
Friends	15	
Jewish	11	
Methodist	9	
Christian Science	7	
Lutheran	2	
Presbyterian	1	
United Church of Canada	1	Total 372

At a meeting of the Executive Committee of Moses Brown School and Lincoln School held at Moses Brown School Fourth Month 11, 1939, present: Edward Lyman Brown, Gren O. Pierrel, Amy L. Philips, Alexander C. Purdy, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Minutes of the last meeting were read and approved.

The report of the Headmaster of Moses Brown School was read, considered, and discussed at length.

The question of the advisability of purchasing the property on the corner of Lloyd Avenue and Hope Street was discussed and referred to the Finance Committee, directing them to make recommendation to this board relative to such purchase if at any future time such action should seem to them desirable.

Gren O. Pierrel, Chairman of the Finance Committee of Moses Brown School, presented the financial statements for the nine months ending Third Month 31, 1939.

The report of the Headmistress of Lincoln School was read and considered. We hereby grant to the Headmistress of Lincoln School authority to reduce tuition of the Nursery School in consequence of conditions resulting from the amalgamation of the Providence Country Day School and Gordon School if in her judgment such action should become necessary.

Suggestion was also made by the Headmistress of the need of Lincoln School's offering scholarships in order to increase the numbers in the groups which are now in grades two and three. This suggestion is approved with the understanding that the number of such scholarships be limited to four in the second and two in the third grade and that they be continued until the pupils concerned shall have completed the eighth grade.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

At a meeting of the Executive Committee of Moses Brown School and Lincoln School held at Moses Brown School Fourth Month 11, 1939, present: Edward Lyman Brown, Grem O. Pierrel, Amy L. Phillips, Alexander C. Purdy, Margaret C. Gleason, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

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MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

During the year the Headmaster has reported to the Executive Committee on the activities of the School and this report therefore is in the nature of a summary of previous statements.

The total enrollment for the year is as follows:

Upper School House	68
Upper School Day	156
Upper School Total	224
Lower School House	10
Lower School Day	141
Lower School Total	151

Total enrollment for the year to date is 375 students.

The Upper School enrollment for the current year was permitted to exceed somewhat our normal capacity. With a large class leaving, it is probable that there will be a reduction in the size of the Upper School next year. If this does not occur naturally, then care should be used not to take too many one-year boys. The total enrollment in the Upper School should not exceed 215, and it should be somewhat under that figure unless there is an unusually large number of applications for the lower forms.

The Upper School has been somewhat under-staffed this year and it has been difficult to manage the school program and to provide for the special help to which boys, in a school of this kind, are entitled. It may be advisable to engage another teacher for next year, but this will not be done unless it seems absolutely necessary.

3/2/39

In the Lower School several of the groups are completely full this year, and only a few places have been available in the other classes.

Health - Over the years the School has had an unusually fine health record. Even with considerable illness in the community, the attendance has been good and only occasionnaly has there been any serious spread of contagious disease. This year has been an exception. Beginning in the fall there were several cases of pneumonia and considerable general illness. In the winter term there were cases of mumps, chicken pox, measles, and whooping cough, with an unusually severe but short-duration type of grippe. During the latter part of Second Month and the first part of Third, there were times when approximately ten per cent of the pupils in the Upper and Lower Schools were absent because of illness. Conditions improved somewhat just before the holiday and are now normal. Fortunately there has been little illness among the teachers and consequently not much serious interruption in school routine.

Faculty Arrangements for next year have not been completed, but it is probable that there will be very few changes. Three teachers are planning to be married and these will have to be replaced. No other changes are contemplated. The School has gained strength over the years because of the relatively few changes in faculty personnel.

Maud W. Hersey, who has been the House Mother in charge of Belmont for thirty-three years, was scheduled to retire in Sixth Month. A month ago she became ill and although she later returned to her duties, she has now given up the work and is at present in the hospital.

Catherine Bourne Calkins, a graduate of Lincoln School and a sister of a Moses Brown graduate, has been secured as House Mother for the rest of the year. If her work is satisfactory and she wishes to continue with it, she will be appointed for next year.

Mrs. Hersey has given long and faithful service to the School in a difficult position. Her present illness, almost the first she ever has had, is serious, but it is hoped that she will soon recover and will be able to enjoy her years of retirement.

Country Day - Gordon School Merger - A short time ago the newspapers announced the acquisition by the Providence Country Day School of the Gordon School. For a number of years Gordon has been a struggling institution and for two years the rumor has been current that it was going to close its doors because of financial difficulties. As it has been to a considerable extent a feeder for the Country Day School, it obviously was a wise move on the part of the trustees of Country Day to assume responsibility for it and to have its management in their charge. The Gordon School has not been a serious competitor of Moses Brown although each year it has had some boys

we should like to have enrolled. It is probable that under the new management the school will gain strength, but only time will tell whether it will make our enrollment problem difficult.

College Admissions - The current number of the Moses Brown Bulletin contains an article on college admissions which should be read by all members of the Committee. In the last four or five years some colleges have been giving increasing weight to the results of the scholastic aptitude tests. These examinations have been designed to test candidates' aptitudes for scholastic work. Specific training cannot be given in preparation for these examinations and in theory at any rate they are not much affected by the kind of preparation a boy has had. The boy who is low in these tests is likely to be refused admission by a number of New England Colleges, although his school work may satisfy their minimum requirements. There are many colleges which are not yet using the S.A.T. as part of their admission program, but undoubtedly the next four or five years will see a marked spread in their use. Moses Brown and other schools of the college preparatory type have for years sent on to college boys of mediocre ability. These boys have, because of their superior training, been able to enter college and to compete on reasonably even terms with boys of superior ability. The problem now is to persuade boys of mediocre and low ability not to attempt to enter a number of New England colleges and it becomes necessary to find other colleges and universities of lower standard which will be willing to accept them.

Visual Education - Each year an effort is made to give special emphasis to some activity which has a definite educational contribution to make to the life of the School. This year particular emphasis has been given to the use of visual aids as supplements to regular classroom work. The Fourth Intermediate Class of last year made available to the School a first-class 16 mm. Bell and Howell Sound-on-Film Projector and Speaker. J. Drisko Allen, teacher in charge of that grade, has compiled an excellent catalogue of educational films and has secured for classroom teachers many interesting and instructive pictures. He has, in addition, arranged regular programs for Lower School assemblies and for showing on Friday evenings. The latter have provided instruction and entertainment not only for the house boys but for many of the day boys and parents who have come in. The Arch Room, which has been such an unsatisfactory classroom that it seldom has been used (being approximately 28 feet long by 10 feet wide), has been set up as a Projection Room and has served very well.

Friends Council on Education - This year Moses Brown and Lincoln School have joined the Friends Council on Education, a joint committee of the two Philadelphia Yearly Meetings. Practically all Friends schools within a reasonable distance of Philadelphia are now represented in that body. The Council has done much through its executive secretary and occasional meetings to stimulate discussions of general educational problems from the Quaker point of view and to help

member schools by suggestions and advice. It is hoped that our schools will benefit by the association and that we may make some contribution to the work of the Council.

Father and Son Day will be held on Fifth Month 19. D. O. McLaughry, of Brown University, is chairman of the Fathers Committee this year and the program for the day already has been planned. A cordial invitation is given to all members of the Committee to be present for any or all of the activities. This is one of the outstanding days of the school year and has become a Moses Brown institution.

Belmont Booklet - Recently the School published a small booklet,"The Young Boy at Moses Brown." This publication, by pictures and text, attempts to show interested parents the activities of a boy in Belmont. Copies were sent to all members of the Committee, and others are available for your use. Belmont should be of interest to all parents who have small boys to educate away from home. The combination of a small house group under the care of a house mother in a normal day school environment is unusual. We shall appreciate any efforts you can make as individuals to spread the good word.

Religious Affiliation - In response to a request of the National Preparatory School Committee of the Y. M. C. A. a census of church membership at Moses Brown has been made. The figures will be of interest to you.

Episcopal	121	Baptist	29	Methodist	9
Congregational	84	Catholic	27	Christian Science	7
Unitarian	33	Friends	15	Lutheran	2
Undesignated	32	Jewish	11	Presbyterian	1
				United Church of Canada	1

Maintenance - During the year there have been no unusual items of maintenance excepting in connection with the destruction caused by the hurricane. Work on the grounds has gone ahead steadily and considerable progress has been made in trimming the trees and in filling and seeding the places where trees were taken out. Some new planting has been done in front of the building and a number of trees will be planted on other parts of the grounds this spring. A landscape architect has been consulted with regard to a planting program but no final plan has been made. An unusually large quantity of fertilizer has been used this spring in an effort to stimulate new growth on trees and to improve the condition of the campus and play fields.

Finances - With this report are submitted the balance sheet as of Third Month 31, 1939, a statement of income and expenditure, and a cash account for the nine months ending Third Month 31, 1939.

Respectfully submitted,

L Ralston Thomas
Headmaster

5/2/39

At a meeting of the Executive Committee of Moses Brown School and Lincoln School held at Moses Brown School Fifth Month 2, 1939, present: Edward Lyman Brown, Amy L. Philips, Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Minutes of the last meeting were read and approved.

A report of the Committee on Re-organization was presented and discussed, but as our time was limited, definite action on this subject was referred to the general Committee.

We accept the recommendation of the Finance Committee that L. Ralston Thomas be engaged as Headmaster of Moses Brown School at an annual salary of $5600 and that this amount be regarded as a minimum, subject to reconsideration of the Executive Committee at a meeting called for Third Day, Fifth Month 8, 1939. This engagement is made for an indefinite period and without formal contract.

Amy L. Philips is engaged to continue as Headmistress of Lincoln School.

The meeting adjourned to meet at Moses Brown School on Fifth Month 9, 1939, at 10:30 A. M.

(Signed) Edward L. Macomber
Recording Clerk

At a meeting of the Executive Committee of Moses Brown School and Lincoln School held at Moses Brown School Fifth Month 9, 1939, by adjournment from Fifth Month 2, 1939, present: Edward Lyman Brown, Gren O. Pierrel, Alexander C. Purdy, Charles P. Sisson, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Minutes of the meeting held Fifth Month 2 were read.

Due to a misunderstanding, the minute relative to the engagement of Amy L. Philips was incorrect, and is hereby corrected to read as follows: That Charles H. White, Lyra T. Wolkins, Charles P. Sisson, and Margaret G. Sisson be directed to review with Amy L. Philips and Marion S. Cole the past year of Lincoln School and present their recommendations relative to the engagement of the Headmistress at a future session.

We hereby confirm the action minuted at our last meeting that L. Ralston Thomas be engaged as Headmaster of Moses Brown School at an annual salary of $5600.

The Headmaster informed us that a letter written by Moses Brown in the year 1791 had been presented to the School.

In consequence of her illness and the heavy expenses thereby incurred, we hereby authorize the Headmaster to continue the salary of Mrs. Hersey to the end of the present school year.

In case the financial condition of the School appears to warrant it, we approve the general project of reconstructing the main entrance and drive at Moses Brown School and authorize the Headmaster to obtain estimates of its probable cost and report his findings to a future session.

Adjourned to meet at the call of the presiding clerk.

(Signed) Edward L. Macomber
Recording Clerk

Trees Set Out On Moses Brown School Grounds, Spring 1939

7 White oaks - Quercus alba

3 Swamp white oaks - Quercus bicolor

4 Red oaks - Quercus rubra

4 Scarlet oaks - Quercus coccinea

2 Red maples - Acer rubrum

4 Norway maples - Acer platanoides

3 Sugar maples - Acer saccharum

1 Schwedler maple - Acer platanoides, var. Schwedler

1 Sycamore maple - Acer pseudoplatanus

3 American elms - Ulmus americana

1 Moline elm - Ulmus americana, var. molinensis

1 Common linden - Tilia vulgaris

1 Bigleaf linden - Tilia platyphyllos or grandifolia

2 Tulip trees - Liriodendron tulipifera

1 Box elder - Acer negundo

1 Sweetgum - Liquidambar styraciflua

2 Buttonwoods -(American Planetree or Sycamore) - Platanus occidentalis

2 Katsura trees - Cercidiphyllum japonica

1 Beech - Fagus americana

1 Hawthorne - Crataegus ?

1 Flowering crab - Malus ?

1 Flowering cherry - Prunus ?

3 Hemlocks - Tsuga canadensis

2 Austrian pines - Pinus nigra

3 Japanese yews - Taxus cuspidata

1 Juniper - Juniperus Chinensis pfitzeriana

1 Siberian arborvitae - Thuja occidentalis, var. wareana (or Ware Arborvitae

16 Rosebay Rhododendron - Rhododendron maximum

5/25/39

To the Executive Committee in Charge of Moses Brown School:

Father and Son Day - The ninth annual Father and Son Day was held on Fifth Month 19, 1939. A committee of the Parents Council, under the chairmanship of William Webster, selected D. O. McLaughry of Brown University as General Chairman for the day and appointed as his assistants a committee of fathers who were assigned the chairmanships of the various sub-committees.

The program for the day, with a few modifications and improvements, was similar to that of previous years. The value to the School of an activity of this kind cannot be too much emphasized. Fathers and Sons look forward to it with enthusiasm and it brings many parents closer to the School than any other thing we do. Vice President James P. Adams of Brown University was the dinner speaker.

Lower School Exhibition - Another annual event of importance will take place on Fifth Month 25, with the Exhibition of Lower School work. This also brings parents to the School in large numbers. It is an opportunity for them to see something of the work which has been accomplished during the year, and it has become a social occasion also to which other friends of the School frequently come. Members of the Committee would be interested in seeing this exhibition, and I hope that many of you will be able to drop in for at least part of the time.

Commencement - Baccalaureate and Commencement Exercises will be held on Sixth Month 4 and Sixth Month 8, respectively. Dr. Halford E. Luccock of Yale University will speak at the Baccalaureate Service, and Dr. Kirtley F. Mather of Harvard University will give the Commencement Address. These men are outstanding in their fields and should have real contributions to make to these closing activities.

This year the Fifth Form has been unusually large, but (44 were graduated) [illegible] the graduating class numbers forty, slightly smaller than the class a year ago. The class this year does not measure up in academic standard nor in ability to many previous classes. The great majority will of course go on to college, but several

probably will go to work and some will enter special-type schools. Of those who have been nominally members of the Fifth Form but not graduating, some will go to work, two or three will return to Moses Brown, and two or three others will go to boarding schools outside of Providence. It always is difficult when boys who have been some years in the School, or boys who have graduated from high school and have come here for a year, fail to graduate with their class, but the parents of these boys have in general been very understanding and cooperative. In one or two cases in which there have been some unusual circumstances, it may be possible later to award diplomas as of the Class of 1939, but this is done only after special consideration by the faculty, of each individual case.

The re-registration for next year has been very good. The new registrations are about as usual for this time in the year.

Summer Work - The budget for the summer work has been discussed with the Finance Committee and will be presented by its chairman. There is a considerable amount of routine maintenance, and equipment repairs and replacements. The largest single item which the Headmaster is recommending is the building of a new drive, and estimates will be presented for this. It has been the policy of the administration to recommend some specific improvement in grounds, buildings, or equipment each year. In this way the plant and equipment have been steadily improved and made more attractive and more efficient for school purposes.

Finances - At this meeting of the Executive Committee it has been customary to give authority to the Headmaster of Moses Brown School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums not exceeding $10,000 as may be needed for summer expenses. It has not been necessary to make use of this minute for several years, but it does provide for any unexpected emergencies during the summer.

The financial statement will be presented by the Chairman of the Finance Committee.

Respectfully submitted,

G Ralston Thomas
Headmaster

5/23/39

Agreeable to a call from the presiding clerk, a meeting of the Executive Committee of Moses Brown School and Lincoln School was held at Moses Brown School on Fifth Month 25,1939; present: Edward L. Brown, Amy L. Philips, Alexander C. Purdy, Charles P. Sisson, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

The Headmaster's report was read and considered.

We hereby authorize the Headmaster of Moses Brown School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums not exceeding $10,000 as may be needed for summer expanses.

We hereby authorize the Headmistress of Lincoln School to borrow from the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds such sums not exceeding $7,500 as may be needed for summer expenses.

We hereby authorize the expenditure of $100 by Moses Brown School to underwrite the cost of preparation of 300 copies of an Inventory of Church Archives of the Society of Friends in Rhode Island.

The Headmaster is hereby granted permission to use the School car for personal use for a period of five weeks during the summer.

The Headmaster reported various bids received relative to the cost of the proposed reconstruction of the main entrance and driveway at Moses Brown School. We hereby refer this matter to the Finance Committee with full power to take whatever action in their judgment seems wise.

The Treasurer's report for the ten months ending Fourth Month 30, 1939, was presented and approved.

The budget for the Moses Brown School for the three months ending Ninth Month 30, 1939, was presented and approved.

An interesting report of the Headmistress of Lincoln School was read and approved.

We hereby appoint Charles P. Sisson, Frances E. Wheeler, Alexander C. Purdy, Charles H. White, and Oren O. Pierrel a Committee to study ways and means of improving the organization set-up of Moses Brown School and the trustees of the Lincoln School. This committee is requested to make suggestions relative to defining the duties and responsibilities of the governing board, the executive committee, standing committees, and the executive officers of both schools, and report its recommendations to a future session.

The special committee herebefore appointed to study the Lincoln School situation made its report. Upon consideration, it is the sense of the Executive Committee that this special committee be continued and given power to make arrangements with Amy L. Philips and Marion S. Cole for the school year 1939-40, both in the matter of authority and compensation.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

10-10-39

At a meeting of the Executive Committee of Moses Brown and Lincoln School held at Moses Brown School Tenth Month 10, 1939, present: Edward Lyman Brown, Marion S. Cole, Amy L. Philips, Gren O. Pierrel, Alexander C. Purdy, Charles P. Sisson, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Willis H. White, Lyra T. Wolkins, Edward L. Macomber.

Records of the last meeting were read and approved.

The Headmaster recommended to the Committee that a plan be adopted by which interested parents of boys in the Upper School might, through the School, take out accident insurance covering boys during the school year. It is understood that this is to be entirely optional with parents, and the School acts merely as an agent for the company accepting the insurance. The Committee approved the recommendation and authorized the Headmaster to make suitable arrangements.

Charles H. White reported for the Finance Committee relative to the Sack property. It is not wise to consider purchasing the property at the present asking price, but the Committee is to continue to give the matter consideration.

The Committee on reorganization presented a report, the general outline of which is approved, and the chairman of the Committee is requested to present the same to the meeting of the General Committee.

The special committee appointed to make the administrative arrangements at Lincoln School reported that it had consulted Amy L. Philips and Marion S. Cole and had appointed them co-principals in charge of the elementary and secondary schools respectively.

Adjourned.

(Signed) Edward L. Macomber
Recording Clerk

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

The enrollment this year in both the secondary and elementary departments is somewhat below that of a year ago. It was obvious last year that we had accepted a few more boys into the Upper School than could be cared for properly in the main schoolroom or in the classrooms. It was decided, therefore, not to accept this year more than 215, and the School opened with 214 enrolled, in spite of the fact that last year the Fifth Form was unusually large. There are fifty-nine boys in the Upper School house, as compared with sixty-five a year ago. In the Lower School we have 138 boys. Ideally there should be 150 in this department; that is, twenty in each of the seven grades and ten in the Pre-Primary. There are at present two small classes in the Lower School, the first grade with ten boys and the third grade with sixteen. All other classes are either just over or just under the "limit" of twenty. Belmont continues small, with six boys. This group, however, is more homogeneous than in other years recently, and under new management it is hoped that there will be a gradual growth in this department. Friends number fourteen, the same as last year.

John David Bullwinkle, whose father is in the British Civil Service, is the English boy at Moses Brown this year under the International Schoolboy Fellowship. He is a fine type of boy and has fitted into the life of

the School very quickly. The German Exchange has for the present been discontinued by the Fellowship.

Faculty - There are four new teachers on the staff. Richard F. Morton, a graduate of Massachusetts Institute of Technology, is teaching Mathematics in the position formerly held by Jackson B. Adkins, who resigned during the summer to go to Phillips Academy, Exeter.

William G. Fallon, Jr., A.B.Princeton, has charge of the elementary Latin and is assisting with the sports.

Colin H. Kerr, a graduate of North Carolina State College, was engaged just at the opening of school to teach a section of English, the General Science, and to assist with sports.

In the Lower School, Edward Milton Hoyt, a Moses Brown boy and graduate of Brown University, is assisting in the sixth and seventh grades in the place of Lydia Evans, who accepted a position teaching a class of her own in the Country Day School in Scranton, Pennsylvania.

Barbara L. Harding, a graduate of the Wheelock School, is an assistant in the Pre-Primary and Primary classes, doing work which Marjorie Murdock has done for several years.

C.E.E.B. - The report to the Yearly Meeting reviewed the activities of last year, but there is one addition to that which will be of interest to the Committee. At the end of Sixth Month, 95 boys took 232 examinations of the College Entrance Examination Board. Last year

for the first time no restriction whatever was placed on the fellows who wished to make application for these tests. Even boys who had failed their courses in school were permitted to try the examinations. In spite of this change, over 67% of the examinations taken were passed. The ratings in Mathematics were especially satisfactory; four boys had high honor and twenty had honor marks.

Summer Work - During the summer a large amount of work was done in general maintenance and repair, and considerable new equipment was purchased. All classrooms except the Chemistry Laboratory have now been equipped with modern tablet arm chairs. The completion of this program, which has been carried on gradually over several years, makes a great improvement in appearance as well as in comfort and convenience in the classrooms.

Each year also for several years a few of the floors in the classrooms and corridors have been refinished. A penetrating seal is now used in place of the oil which was so popular in schools at one time. This change also has greatly improved the appearance of the building. The new floors not only look better, but can be cared for much more easily. The redecoration of the main sitting room and the Headmaster's office has added to the attractiveness of Middle House. A small but rather important change in the sitting room has been much appreciated by everyone. The

/18/39

telephone booth, which formerly opened off the sitting room, is now entered from the corridor. This has reduced the travel in Middle House and has made the sitting room a quieter and more pleasant place.

At the beginning of the summer it was proposed to purchase a new dish-washing machine to replace the one which has been in use for perhaps twenty-five years. When work was begun on this, it was found that other changes were necessary and the room had to be completely torn out and remade. This was a much larger job than had been anticipated, but we now have a modern, sanitary, dish-washing room and equipment.

The most important job this summer was the rebuilding of the main drive. At a cost of approximately $5800, the gateposts were taken down, the entrance widened four feet, and a modern macadam road was laid to State specifications. The main road is now eighteen feet wide. The engineering work was done with great care in order to preserve the beauty of the front campus and at the same time to provide a well-graded roadway. This improvement has been much appreciated by the patrons of the School, who have commented freely upon it.

The condition of the physical equipment of the School probably never has been better than it is at present. It is probable also that we never have had a more competent or better organized and closely coordinated faculty. It is

difficult to make comparisons between student bodies of different years, but we have a good group of boys which is representative of the community from which we draw. There is every reason to anticipate continued progress during the current year.

Music - There is one problem involving policy which should have the attention of the Committee. The Headmaster has from time to time pointed out what he believes to be weaknesses in the school program. Music at Moses Brown is at a very low ebb. In the Lower School we have competent teaching in this field, and within the time limits allotted to music, good work has been done. Every year an effort has been made to secure adequate leadership for the orchestra and glee club, but because of the many activities and the inevitable conflicts, only a portion of the talent in school is enlisted in these enterprises. It is the opinion of the faculty that the School should include on its staff a regular music master who not only would take charge of the musical clubs and try to stimulate an interest in music on the part of the student body in general, but who also could teach courses in appreciation and theory, and provide supervision for some instrumental work. Courses in music, if well taught, are now acceptable to many of the colleges and could be offered as electives in place of subjects now being carried

by some of the students. If this recommendation is carried out, it will involve a substantial addition to the faculty budget and will require provision of a satisfactory music room and equipment. This matter should have the careful consideration of the Committee.

Financial Statement - With this report are submitted the financial statement for the fiscal year ending Sixth Month 30, 1939, a comparison of expenditures with the budget estimates for the same period, and a budget for the current fiscal year. For the twelve months ending Sixth Month 30, 1939, the unexpended income was $10,986.13 in spite of the fact that approximately $6000 was used in connection with the damage caused by the hurricane. In addition, $4000 was set aside for bad debts. During the year $2150 was paid from the Improvement Fund on account of Alumni Hall improvements, reducing the indebtedness on this to $9800.

Respectfully submitted,

L Ralston Thomas

Headmaster

10/10/39

10-10-39

At a meeting of the Committee on Moses Brown School and Lincoln School held at the Moses Brown School Tenth Month 10th, 1939, the following members were present: Moses Bailey, Charles F. Brown, Edward Lyman Brown, Edward L. Macomber, Clara W. Mumford, Gren O. Pierrel, Alexander C. Purdy, Charles P. Sisson, Margaret G. Sisson, Thomas A. Tripp, Frances E. Wheeler, Lucia A. Wheeler, Charles H. White, Willis H. White, Ellen A. Winslow, Lyra T. Wolkins. Letters of regret were received from Rufus M. Jones and Donald B. Snyder, and the Clerk was authorized to write to Sarah J. Swift telling her how much we regretted her absence.

At the Clerk's request that a Recording Clerk be appointed, the Committee named Margaret G. Sisson.

The minutes of the two meetings held at Ocean Park on Sixth Month 22nd and 23rd were read and accepted.

Approval was expressed at the Committee's action appointing Alexander C. Purdy Clerk, and the Committee also expressed its appreciation to the retiring Clerk, Charles H. White, for his twelve years of devoted service.

The report of the Headmaster of Moses Brown School was read and accepted.

His suggestion that more adequate provision be made for music at the School was approved and it was left with the Executive Committee to find suitable ways and means of carrying out such a program.

Gren O. Pierrel presented the report of the Finance Committee and asked that two unexpected items in the report, namely the $338.40 additional expense for the driveway and $1126.06 for the new dishwashing room be charged to the $10,000 Reserve for Permanent Improvements. This request was approved by the Committee.

The budget recommended by the Finance Committee was also approved and the report was accepted and ordered placed on file.

The Headmaster gave a brief report on the present status of the Jones bequest, showing that all expenses connected with the Fund were being carried by the interest and that the principal was slowly increasing.

Most interesting reports on the Upper and Lower Schools at Lincoln School were read by Marion Cole and Amy Philips, and met with general approval. The financial report for Lincoln School was read by the Treasurer, accepted, and ordered placed on file.

The chairman of the special committee on the re-organization of Moses Brown and Lincoln Schools presented the following report:

"The special committee recommends

(1) That the Executive Committee for Moses Brown School consist of six members.

(2) That the Executive Committee for Lincoln School consist of five members, two of whom need not be members of the Yearly Meeting of Friends for New England, and another of whom shall be a member of the Executive Committee for Moses Brown School. The two members above mentioned are to be chosen by the Board of Trustees of Lincoln School and the other members are so to be chosen after this year.

(3) That the Clerk of the General Committee on Moses Brown and Lincoln Schools shall be ex-officio a member of both Executive Committees."

This report, which already had the approval of the Executive Committee, was discussed at length and given general approval.

In order to put its proposals into immediate effect, the Clerk was asked to appoint a committee to bring in nominations for the Executive Committee of Moses Brown and Lincoln Schools. The following members were appointed a Nominating Committee: Frances E. Wheeler, Charles H. White, Ellen A. Winslow. This Committee withdrew and returned with the following names

For the Moses Brown Executive Committee:

Frances E. Wheeler, Charles H. White, Gren O. Pierrel, Thomas A. Tripp, Lyra T. Wolkins, Charles P. Sisson.

For the Lincoln School Executive Committee:

Frances E. Wheeler, L. Ralston Thomas, Margaret G. Sisson. The Clerk, Alexander C. Purdy, is to be an ex-officio member of both committees. These names were approved and it was left with the Clerk to arrange for the first meeting of the two committees.

The Nominating Committee also brought in the name of Frances E. Wheeler as a member of the Board of Trustees of Lincoln School. There was general approval of this appointment and the Committee also named the following members of the Lincoln School Board of Trustees to serve until such time as their successors should be appointed: Moses Bailey, T.Dwight Boole, Helen H. Bradley, Harry Parsons Cross, Margarethe L. Dwight, William H. Edwards, Marjorie W. Freeman, Rufus M. Jones, Robert M. Lord, Philip H. Mitchell, Julia H. Moss, Clara W. Mumford, Lucy M. Pitts, Alexander C. Purdy, Charles P. Sisson, Margaret G. Sisson, Sarah J. Swift, Norman S. Taber, Marianna F. Taft, L. Ralston Thomas, Gertrude K. Wells, Charles H. White, Willis H. White, Ellen A. Winslow, Lyra T. Wolkins.

There followed a discussion of the dates for the meetings of the General Committee and it was agreed to meet next on the 6th of Second Month. The matter of meeting at the time of Yearly Meeting was left for consideration at our meeting on the 7th of Fifth Month.

It was reported that the Yearly Meeting had granted our request to add to our numbers four additional members who need not be members of the Yearly Meeting of Friends for New England, and it was agreed to leave their appointment with the Nominating Committee, Frances E. Wheeler, Charles H. White, and Ellen A. Winslow, acting with the heads of the two Schools.

In view of the lateness of the hour, the Committee waived the reading of these minutes and the meeting adjourned.

(Signed) Margaret G. Sisson

Recording Clerk

10-22-39

A meeting of the Executive Committee of Moses Brown School was held at the School Tenth Month 22, 1939. Present: Gren O. Pierrel, Alexander C. Purdy, Charles P. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Lyra T. Wolkins, Charles H. White.

The meeting was called to order by the Clerk of the School Committee.

Charles P. Sisson was approved as Clerk of the Executive Committee.

Charles H. White was approved as Recording Clerk.

It was decided to hold meetings of this Committee on Twelfth Month 10, 1939, at 12:30 and on First Month 29, at 6 P.M., other meeting dates to be decided later.

The Executive Committee recommends to the School Committee that members of the Executive Committee and School Committee be advised that the School is prepared to allow traveling expenses to the members attending meetings at a rate of 2½ cents per mile.

This Committee invites the opinion of the General Committee as to the advisability of disbanding all standing committees and constituting the Executive Committee as the operating committee of the School.

We feel it is one of our primary concerns as an Executive Committee to keep the General Committee fully informed as to important problems coming before the Executive Committee.

Respectfully submitted,
(Signed) Charles H. White
Recording Clerk

To the Executive Committee in Charge of Moses Brown School:

The recent number of the Moses Brown Bulletin has informed the Committee of many of the activities of the School during the fall term. It has been a satisfactory term thus far, with few modifications in the usual routine. Because of a State school law which specified that there should not be any session of any school in the State on days declared by the President, Congress, the Governor of the State, or the General Assembly as feast or fast days, it was necessary to dismiss classes on the twenty-third of Eleventh Month although our Thanksgiving holiday was celebrated as scheduled on the thirtieth and the days immediately following. In planning the school calendar for next year, it is difficult to know which of the last two Thursdays will be designated as Thanksgiving.

Refugee Visitor - A short time ago the School entertained for a week Wolfgang Behl, a young German artist who is a political refugee. He apparently enjoyed his visit, worked for a few days with the Rhode Island School of Design, and was enjoyed by boys and masters here. Although we have relatively few visitors of this kind, it is good for us to invite such representatives from other countries when we can, and we may perhaps in some way be able to help them.

Accident Insurance - At the meeting of the Executive Committee on Tenth Month tenth, approval was given to a plan which would permit interested parents of boys in the Upper School to take out, through the School, accident insurance covering boys during the school year. This plan was presented to the parents nearly a month after the opening of school, but in spite of that late beginning forty-three have availed themselves of the opportunity. If this works out as satisfactorily as we hope it will, there should be some increase in this number another year.

Gifts - A month ago Mr. and Mrs. Thomas M. Steere, friends and former patrons, presented to the School a radio-phonograph, one hundred fifty books for the Library, and a fine oil painting which now hangs in the reception room.

The radio-phonograph requires alternating current and consequently a converter must be used with our power. The Parents Council has appropriated a sum not to exceed $40. for a converter. These gifts are very much appreciated.

John H. Wells Exhibition in Dining Room - There is at present in the dining room an exhibition of pencil drawings by John H. Wells, Vice President of the Rhode Island Hospital Trust Company. These drawings are interesting in themselves, but they have a special interest to many of us at Moses Brown because Mrs. Wells (Gertrude Knox Wells) is the daughter of a former teacher at Moses Brown; she grew up here, has a son in school at present, and always has taken a lively interest in the School.

Sack Property - A report will be made by a representative of the Finance Committee. A formal minute should be drawn, authorizing the purchase of this property and providing for the necessary financial arrangements. Consideration should be given at this time also to the problem of disposition of the buildings, and fencing and grading the land. Some action should be taken also to insure the exemption of the land from taxes now that it has come into the possession of the School.

Maintenance and Repair - During the fall considerable work was done on the power house, resetting glass, painting window sash and frames. This was carried through by our regular labor in spare time.

While some minor repair work was being done on the barn, it was discovered that the sills on the south and east sides were in very bad condition and had to be renewed. Labor and material on this job amounted to $227.14. All other work has been in the nature of routine maintenance.

Heating Faculty Houses - When the house at 307 Hope Street was remodeled, a new heating plant was installed for the upstairs apartment. The boiler which was in the house was used for the apartment occupied by Mr. Waughtel. This boiler is over-size, has been difficult for him to regulate, and

consumes more fuel than should be necessary to heat the apartment. Probably because it has not been fired properly, frequent replacement of grates has been necessary. Mr. Waughtel insists that this matter be given attention and asks that an oil burner be installed. Prices have been secured from two firms, one quoting $475 for new boiler and automatic oil burner installation, and the other, $493. Of this, the oil burner is quoted as approximately $215. It is recommended that the boiler be replaced. A decision as to whether an oil burner should be installed should be made only after a general discussion of the whole situation affecting the heating of faculty homes.

Improvements in Plant - For many years, in addition to the usual general repairs and maintenance work, there has been undertaken each year some major alteration or improvement in the school plant. Many of these changes have been made in the building proper and include such items as

(1) the rebuilding of the Alumni Hall wing and major changes in the hall itself
(2) the establishment of an Infirmary on the third floor of the main building
(3) the relocation of the business Office
(4) the addition to the Boys' Sitting Room
(5) provision of four new Upper School classrooms and more adequate space for Chemistry and Physics Laboratory and new locker rooms
(6) Provision for more adequate quarters for maids

There have been also many alterations which have improved the School, dormitories, etc. but have not made available additional facilities.

On the outside there have been

(1) new tennis courts for Upper and Lower Schools
(2) handball courts
(3) skating rink
(4) two new athletic fields and the improvement of a third
(5) construction of a board track
(6) the remodeling of the barn for Lower School Gymnasium
(7) the building of a new driveway
(8) the transfer of the Lloyd Avenue house to its present location for use of faculty apartments
(9) the acquisition and remodeling of 307 Hope Street
(10) the provision for an Isolation Infirmary
(11) the installation of a Diesel Engine for summer power and light
(12) the removal of Laundry, old Gymnasium and Storeroom and the construction of Parking Space

This is not a complete list, but these items are mentioned here to indicate in a general way the considerable

12-12/10/39

growth of the School and plant equipment over the last fifteen years. These changes have been made to meet needs as they have arisen, and the funds have been drawn generally from the current income of the School.

From time to time the Headmaster has suggested to the Committee other needs which should be considered in planning for the future development of the school plant. These have included such items as

(1) additional Lower School classrooms in order to provide space for Library
(2) a Field House capable of accommodating 100 or more boys during the afternoon sports period
(3) a modern swimming pool with proper locker rooms and provision for spectators
(4) additional tennis courts
(5) home for the Headmaster

Other needs are:

(1) additional Upper School classrooms
(2) a new building or better facilities for work in Science
(3) addition to Gymnasium, satisfactory visitors' locker rooms, and additional locker rooms for present student body
(4) a hockey plant
(5) additional houses for married masters

These are not listed in the order of their importance. In addition we shall have to consider within the next few years

(1) the complete renovation of our power plant, boilers, generators, etc.
(2) the erection of new fences on Weymouth Street, back of the houses on Hope Street, and along Olney Street and Morris Avenue.

In the building itself the time will come when fireproof stairwells will be required in the east and west wings and from the kitchen to the helps' quarters on the third floor. Some consideration will have to be given to the whole problem of heating the main building more economically than at present.

Any list drawn up for consideration will of necessity have to be revised as conditions change, but this tentative statement of needs is made for committee discussion and advice. From many points of view the most immediate need is for an adequate Library, but this should be considered as a part of some general program. Such a program should include not only a statement of proposed additions for improvement to the school plant but also provision for securing necessary funds.

Respectfully submitted,
L Ralston Thomas
Headmaster

12/10/39

12-10-39

At a meeting of the Executive Committee held at Moses Brown School Twelfth Month 10, 1939, present: Alexander C. Purdy, Charles P. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Lyra T. Wolkins, Charles H. White.

The Executive Committee, acting also in behalf of the General Committee, authorizes the Headmaster to express our sympathy and to send flowers to E. Lyman Brown, who, we understand, is convalescing from a serious illness.

The Executive Committee,acting also in behalf of the General Committee,authorizes the Headmaster to express our sympathy and to send flowers to Ellen Winslow, who, we understand,is suffering in a hospital as the result of an automobile accident.

The Headmaster's report was read and accepted.

We approve the installation of another boiler in the apartment of Samuel Waughtel. Authority is given to the Headmaster and Mr. Sargent to proceed in accordance with suggestions offered by the Executive Committee.

Charles H. White reported for the Finance Committee regarding the Sack Property located at the northeast corner of Hope Street and Lloyd Avenue and stated that the property had been purchased at auction 12/5/39, for the sum of $8000 - plus two years taxes due on the property at time of sale amounting to $1432.32 and interest.

The Executive Committee approves the action of the Finance Committee in purchasing the Sack Property in accordance with the Finance Committee's report and authorizes the Finance Committee to close the transaction.

The Executive Committee authorizes the Board of Managers of Investments and Permanent Funds to pay from the Moses Brown Improvement Fund $8000.(the purchase price of the Sack Property), taxes, and other expenses incurred in the purchase of the property.

The Committee adjourned to inspect the school property.

(Signed) Charles H. White
Recording Clerk

4-1-40

To the Executive Committee in Charge of Moses Brown School:

Sack Property - Perhaps the first item of business should be a decision as to what disposition should be made of the Sack property. In accordance with the request of the Committee, estimates have been secured of the costs of razing the buildings, grading, fencing, and doing some planting on the property. If the buildings are taken down, an iron fence should be erected from the end of the present fence on Lloyd Avenue to the corner of Hope Street, and thence to the property line. The present fence separating the Lower School field from the new property should be taken down and re-erected on the line between the Sack and Preston properties to Hope Street. The land should be graded and some planting should be done to make the corner attractive.

Thomas P. Hogan & Co. has offered $350.00 for the buildings. This will remove the buildings and foundations to a foot below the present grade. A fence similar to the one now extending from the Grove to the former site of the Battey Cottage will cost $1079.00; removing and re-erecting the chain link fence, $72.00; grading and planting has been estimated at $1000.00. The total expenditure will be, therefore, approximately $2151.00. This is in addition to the original cost of $8000.00 plus $1432.32 taxes and interest.

Inasmuch as houses of this kind are in little demand and considerable repair and up-keep would be necessary if a tenant could be found, it is recommended that the buildings be taken down and the land used to improve the appearance of the front campus. If this is done, then steps should be taken also to have the property exempted from taxation.

Faculty Arrangements - It is still too early to know definitely just what faculty changes there will be at the end of this year. Robert Merritt's engagement to Marjorie Murdock has been announced and they are planning to be married during the summer. Donald McIntyre, who has been a teacher of German here for three years, is planning to go to medical school, and there probably will be two or three other changes.

1/23/40

The faculty has recommended the addition to the staff next year of a "director of studies" if a well-qualified man can be found. In recent years there seems to have been a steady increase in the number of boys who have needed special supervision in their school work. This applies to both Upper and Lower Schools. The teachers are thoroughly interested in the individual boys in their classes, and give willingly of the time they have available for individual help. The problem, however, is frequently a general one effecting a boy's whole program and a properly qualified man who could give virtually all his time to a study and diagnosis of individual difficulties and assist with their correction would be a great asset to the School.

The number of specific reading disabilities either has increased in recent years or we have learned to recognize them. Boys handicapped in this way need special attention which the classroom teacher cannot give. One hesitates to recommend the addition of a $2000 or $2500 man to the faculty at this time, but such an addition would definitely improve the work of the School.

In making faculty arrangements for next year, some attention will have to be given also to the music situation which was discussed in an earlier report.

Celebration for Oliver J. B. Henderson - Immediately before the Christmas holidays the faculty of the Upper School held a dinner for Mr. Henderson to celebrate his twenty-five years of service as Senior Master. The recent number of the Moses Brown Bulletin reported in detail this very pleasant affair.

Finances - With this report are submitted the statement of income and expenditures for the period ending Twelfth Month 31, 1939, budget estimates and cash account for the same period.

The constantly decreasing income from endowments has become a matter of real concern. Income from funds for scholarship and from general fund ten years ago was $13453.50.

In 1938-1939 these totaled only $7604.00, a loss of $5849.50 a year income in the ten-year period. In addition, the shrinkage in funds has wiped out a special school fund of $125000. The income for this year from these sources will be somewhat further reduced. What increase can be anticipated in the near future is uncertain, but for a school of this size and type, such a small addition to the current payment of students presents a number of difficult problems.

Respectfully submitted,

C Ralston Thomas

Headmaster

1/29/40

1/29/40

At a meeting of the Executive Committee held at Moses Brown School First Month 29, 1940, present: Gren O. Pierrel, Alexander C. Purdy, L. Ralston Thomas, Thomas A. Tripp, Lyra T. Wolkins, Charles H. White.

In the absence of the Chairman, Alexander C. Purdy was appointed Chairman for the Meeting.

The minutes of the Executive Meeting held Twelfth Month 10, 1939, were read and approved.

The Headmaster's report was presented and ordered placed on file.

The Executive Committee recommends to the General Committee that it confirm the action of the Executive Committee in purchasing the Sack property at the southwesterly corner of the school grounds.

The Executive Committee recommends razing the Sack house, fencing and grading and planting the lot.

The Executive Committee recommends that the Board of Managers of Investments and Permanent Funds be authorized to pay from the Moses Brown School Improvement Fund an amount not to exceed $12000 to cover the purchase price, taxes, and other expenses incurred in the purchase of the property, and such expenses as are necessary to improve the lot.

The Executive Committee recommends that the necessary steps be taken at once to secure tax exemption on the Sack property.

The engagement of a Director of Studies to give his time to a study and diagnosis of individual difficulties was discussed. The question was laid on the table for further consideration.

A statement of income and expenditures for the period Seventh Month 1, 1939 to Twelfth Month 31, 1939, was presented. A comparison of expenditures with the budget estimate indicates that the total expenditures to date are within the amount budgeted for this period (Expenditures $91,817.29 - Budget $91,893.07).

1/25/40

It was emphasized that considerable care would have to be taken to keep the business within the budget for the balance of the year.

We approve of holding future Executive Committee meetings on the 18th of Third Month at 6 P.M. and on the 29th of Fourth Month at 6 P.M. It is proposed to have a meeting in Sixth Month, the date to be decided upon later.

Adjourned.

(Signed) Charles H. White
Recording Clerk

It was emphasized that considerable care would have to be taken to keep the business within the budget for the balance of the year.

We approve of holding future Executive Committee meetings on the 10th of Third Month at 6 P.M. and on the 29th of Fourth Month at 6 P.M. It is proposed to have a meeting in sixth Month, the date to be decided upon later.

Adjourned.

(Signed) Charles H. White
Recording Clerk

2/6/40-1

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

The half year which has just closed has been marked by few variations from the usual routine. Because of a conflict of opinion between the Governor of the State and the President of the United States, schools and banks in Rhode Island were required to close for two Thanksgiving Days. On the twenty-third of Eleventh Month there was no school, but the regular long week-end vacation was taken a week later as originally planned. In making up the calendar for next year, it has not been possible to indicate a specific date for Thanksgiving, and it is probable that an announcement will have to be made concerning this in the fall.

Because of a new State law, it was necessary also to "celebrate" Columbus Day on Tenth Month 12th. As the School has to report 180 school days, to be accredited by the State, these extra holidays are not welcome. They have the distinct disadvantage also of interrupting school work at unfortunate times.

Health - There has been considerable illness recently among the students. The presence of grippe in almost epidemic form in the community has been reflected in both the Upper and the Lower School groups. In some instances the illness has taken rather serious form and some of the boys have been out of school for long periods. These

absences throw an additional burden on teachers who give many hours in an effort to assist boys to make up their studies. There has been some illness also in the staff, but absences among the adults have been for relatively short periods.

Insurance - Following Executive Committee approval in the fall, the parents of boys in the Upper School were offered an opportunity to take out, through the School, accident insurance covering boys during the school year. This plan was not presented to parents until a month after school had begun, but forty-three families took advantage of it. It is probable that another year a much larger percentage will be interested. Although in theory the School is not responsible for medical care following accidents unless there has been negligence on the part of the men in charge when an accident occurred, the fact that this insurance is now available strengthens the School's position.

Enrollment - The School enrollment is slightly under that at the beginning of the year, ten boys having been withdrawn because of health, family's moving away, or inability to do satisfactory work. Four new boys have been enrolled.

Special Help - In recent years there seems to have been a steady increase in the number of boys who need special help and supervision in their school work.

This applies to both Upper and Lower Schools. The teachers are thoroughly interested in the individual boys in their classes, and give willingly of the time they have available for individual help. The problem, however, is frequently a general one, effecting the boy's whole program.

The number of special reading disabilities either has increased in recent years or we have learned to recognize them. Boys handicapped in this way need special attention which the classroom teacher cannot give. From time to time in both Lower and Upper Schools special teachers have been provided to work with some of the cases of this kind, and a few have been referred for further examination and treatment to specialists. It is obvious, however, that schools of this type will have to make permanent provision to meet the needs of many of the boys handicapped by reading disabilities.

At present a faculty committee of five is examining records of all boys and their teachers' reports in order to assist the Headmaster in the proper adjustment of the boys to their programs. By personal consultation with the boy and his teacher, also, they are endeavoring to give the boy an understanding of his problem and possible methods of solution.

Celebration for Oliver J. B. Henderson - At the close of the last academic year Oliver J. B. Henderson completed his twenty-fifth year of service as Senior Master. Immediately before the Christmas holidays, the faculty of the Upper School helped him celebrate this event at a dinner in the school dining room. The recent number of the Moses Brown Bulletin

reported in detail this very pleasant affair.

Pocket Books - The Bulletin also carried an announcement of the sale, through the Fifth Form Library, of "pocket books," a twenty-five-cent edition of full-length books. Up to this time 587 volumes have been sold and standard works of literature have more than held their own in the selections. No doubt many of these have been or will be read, and this is an encouraging sign. Copies of these books are available for inspection by the Committee.

Faculty Arrangements - It is still too early to know definitely just what faculty changes there will be at the end of this year. It is probable that four or five positions will have to be filled. This is a normal turnover considering the size of the faculty.

Exhibition in Dining Room - During the fall there was in the school dining room an exhibition of pencil drawings by John H. Wells, Vice-President of the Rhode Island Hospital Trust Company. These drawings were interesting in themselves, but they had a special interest to many of us at Moses Brown because Mrs. Wells (Gertrude Knox Wells) is the daughter of a former teacher at Moses Brown. She grew up here, has a son in School at present, and always has taken a lively interest in Moses Brown and Lincoln Schools.

Gifts - In the fall Mr. and Mrs. Thomas E. Steere, friends and former patrons, presented to the School a radio-phonograph, one hundred fifty books for the school library, and a fine oil painting which now hangs in the Reception Room.

The Parents Council made a gift of $40 for a rotary converter, to transform the school current to the alternating required by the set. This machine has not yet been used, but the overhauling which it required has been completed and it should prove an acceptable addition to the school equipment. The Parents Council has been more active this year than for several years past, and is taking an interest in all phases of the school program.

Finances - With this report are submitted the usual financial statements covering the period Seventh Month 1st to Twelfth Month 31st, 1939. The constantly decreasing income from endowments has become a matter of real concern. Income from funds for scholarship and from general fund ten years ago was $13453.50. In 1938-1939 these totaled only $7604.00, a loss of $5849.50 a year income in the ten-year period. In addition, the shrinkage in funds has wiped out a special school fund of $125000. The income for this year from these sources will be somewhat further reduced. What increase can be anticipated in the near future is uncertain, but for a school of this size and type, such a small addition to the current payment of students presents a number of difficult problems.

Respectfully submitted,

L Ralston Thomas

Headmaster

2/6/40

At a meeting of the Committee on Moses Brown School and Lincoln School held at the Moses Brown School Second Month 6th, 1940, the Clerk presiding and the following members present: Charles F. Brown, Edward Lyman Brown, Edward L. Macomber, Clara W. Mumford, Alexander C. Purdy, Donald B. Snyder, Thomas A. Tripp, Charles H. White, Willis H. White, Ellen A. Winslow, Lyra T. Wolkins, Margaret G. Sisson, Marion S. Cole, Amy L. Philips, L. Ralston Thomas. Messages of regret were received from Moses Bailey, Rufus M. Jones, Charles P. Sisson, Sarah J. Swift.

The Clerk's suggestion that the reading of the Minutes be omitted and the Minutes be acted upon as circularized was discussed, and it was decided that the Minutes of the last meeting should be read, but that in the future the reading of the Minutes should be omitted. It was left with the Clerk and the Executive Committee to see to it that, in addition to the Minutes, each member receive notice of any business of especial importance to come up at the next meeting.

The Minutes of the last meeting were read and approved.

In accordance with a plan to acquaint the Committee more closely with the work of the two Schools, we had with us two members of faculty, Harriet Whitaker, teacher of mathematics in Lincoln School, who reported on her course in practical mathematics, and Everett Raines, from Moses Brown, who explained the modern method of teaching history.

The report of the Headmaster of Moses Brown School was read, discussed, and ordered placed on file.

In the absence of the chairman, the report of the Finance Committee was read by the Headmaster, approved, and ordered placed on file. The shrinkage in the amount of the endowment funds of the School and the decrease in income from these funds is of great concern to the Finance Committee, and the Executive Committee was asked to give some consideration to future plans for increasing the endowment.

Ralston Thomas reported that at last the calendars of the two Schools had been made to coincide.

Excerpt from the Minutes of the Executive Committee Meeting held 2-6-40

The Executive Committee reported that in accordance with the power granted them by this Committee, they had arranged for the purchase of the Sack Property at the corner of Hope Street and Lloyd Avenue for the sum of $8000 plus taxes. The Executive Committee presented the following Minutes:

> "The Executive Committee recommends to the General Committee That it confirm the action of the Executive Committee in purchasing the Sack property at the southwesterly corner of the school grounds."
>
> "The Executive Committee recommends razing the Sack house, fencing and grading and planting the lot."
>
> "The Executive Committee recommends that the Board of Managers of Investments and Permanent Funds be authorized to pay from the Moses Brown School Improvement Fund an amount not to exceed $12000 to cover the purchase price, taxes, and other expenses incurred in the purchase of the property, and such expenses as are necessary to improve the lot."

These requests met with general approval, and the action of the Executive Committee is hereby formally confirmed.

The Committee on Moses Brown and Lincoln School hereby authorizes the Yearly Meeting of Friends for New England Board of Managers of Investments and Permanent Funds to pay to the Treasurer of Moses Brown School sums not to exceed $12000 from the Moses Brown School Improvement Fund for the purposes above mentioned.

The Executive Committee reported that it had re-organized with Charles P. Sisson as Clerk and Charles H. White as Recording Clerk. It presented the following Minute:

> "The Executive Committee recommends to the School Committee that the members of the Executive Committee and School Committee be advised that the School is prepared to allow traveling expenses to the members attending meetings at a rate of 2½ cents per mile."

This recommendation met with the general approval of the Committee.

The Executive Committee of Moses Brown School invited the opinion of the General Committee as to the advisability of disbanding all standing committees and constituting the Executive Committee as the operating committee of the School. It was agreed to leave the final disposition of this matter to a later meeting.

Reports of Lincoln School were read by Marion Cole, Amy Philips, accepted, and ordered placed on file.

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Reports of Lincoln School were read by Marion Cole and Amy Philips, accepted, and ordered placed on file.

3/18/40

There was no formal Treasurer's report from Lincoln School, but Marion Cole reported the School as "solvent."

The hour for Committee meeting was discussed and it was decided to set the time at ten o'clock in the morning.

The Principals of the two Schools then withdrew and there followed an executive session of the General Committee regarding the Headmistress of Lincoln School. The Clerk explained that complications arising from having Marion Cole and Amy Philips as co-principals had made it seem advisable to appoint Marion Cole Headmistress of Lincoln School and Amy Philips Head of Lower and Junior High Schools. He read the Minutes of the Executive Committee of Lincoln School explaining the new arrangement. This new set-up, which already has the approval of the Board of Trustees of Lincoln School, met with the general approval of this Committee and Marion Cole is hereby empowered to assume the position and duties of Headmistress of Lincoln School. We also approve the appointment of Amy Philips as Head of the Lower and Junior High Schools for the period of one year, but hereafter her re-appointment, like that of any other member of the faculty, rests with Marion Cole.

The matter of publicity was discussed and it was thought wise to have a prepared statement which could be given to the press if occasion arises. This statement will be very similar to the letter now in preparation which will be sent to the members of the Board of Trustees of Lincoln School and to the parents of pupils in the School.

The Committee joins with the members of the Board of Trustees of Lincoln School in warm appreciation to Amy Philips for her cooperation in making this change and in the hope that the present arrangement may prove a most happy one for all concerned.

There being no further business, the meeting adjourned.

(Signed) Margaret G. Sisson
Recording Clerk

3/18/40

To the Executive Committee in Charge of Moses Brown School:

Organ - Nearly a year ago Donald B. Snyder discussed with the Headmaster a proposition by which the School could secure from the Hammond Organ Company a Hammond Electric Organ at approximately one half the list price. This matter was taken up with the Finance Committee and in view of the fact that such an instrument would be a real asset to the School and it was evident at the time that there would be a reserve from the operation of the School last year, the Committee approved taking advantage of the opportunity offered. Two weeks ago the organ was delivered and installed by M.Steinert & Sons.

Because the School uses direct current and the organ operates on alternating current, it is necessary to use a converter and a pitch stabilizer. A stabilizer, costing $99, has been purchased from Steinert's. The School acquired a rotary converter this year, the greater part of the cost being underwritten by the Parents Council. This converter was purchased primarily for use with the radio phonograph and is of sufficient size to operate the organ with one sound cabinet. Inasmuch as the organ would use the converter to full capacity and leave no reserve for an additional cabinet if that ever should seem desirable, an arrangement is being made to trade back the present converter for one of larger size which can be purchased for an additional $35 (approximately). By installing the new converter under the floor in Alumni Hall, outlets can be provided for the radio phonograph, the motion picture projector, and the organ, thus simplifying the use of all of this equipment and giving us an efficient method of providing alternating current for all our needs in the Hall. The new converter, 750 watt capacity, will provide also an adequate reserve for any other equipment which it may seem desirable to install in the future.

The organ was used for the first time publicly at the services yesterday morning and Gardner M. Nichols played

for the Upper School and Intermediate groups this afternoon.

Because the whole question of music at Moses Brown has been under discussion this year, the organ comes to us at a psychological time. It is a fine instrument and should be a great addition to our music equipment.

As provision was made for the purchase of this instrument from our reserve of last year, its cost, including the installation, will be charged to the reserve and not be added to the current budget.

First Aid Course - Through the courtesy and co-operation of the local chapter of the American Red Cross, a junior first aid class has been organized at Moses Brown. Approximately thirty-five boys from the five forms of the Upper School have enrolled. The classes are meeting from 3:15 to 5:15 three afternoons in the week until the spring holiday. It may be necessary to have one or two group meetings for examinations after the holidays. To those who complete the course successfully, Junior First Aid Certificates will be awarded. The American Red Cross has provided an instructor and the School has designated one of the masters as an assistant. The only cost to the boys is a 60¢ textbook, and the School will supply the small amount of bandages and other necessary equipment. This will cost not more than $10 or $15. The course this year is experimental. If it works out as well as we believe it will, it is hoped that it will be possible to have both junior and senior courses another year. The American Red Cross would like to have courses of this kind in all schools and Moses Brown is fortunate to be able to make a beginning at this time.

Storms - Since the last meeting of the Committee, Providence has had two serious storms. On Second Month 14th, a blizzard of the "kind-we-used-to-have" variety, effectively blocked practically all transportation in the city for twenty-four hours and made it necessary to declare a school holiday on the fifteenth. Many of the boys helped the regular men and such others as we could hire to clear the roads and walks.

In some places the drifts were four or five feet deep and it was several days before the Lloyd Avenue walk had been dug out. The cost of snow removal was greater than that of any storm in a number of years.

Because of the State requirement that school be in session a minimum of 180 days a year, it will be necessary to make up the day lost by the forced holiday, and we shall therefore begin after the spring recess on Monday morning, Fourth Month 8th instead of on the 9th as originally planned.

On Third Month 4th there was a serious ice storm. Providence escaped the tremendous damage inflicted on other portions of the State and southern New England, but some of our trees were damaged. Several truck loads of broken branches were picked up the following day and considerable trimming has had to be done since. The beauty of this campus is due so much to our fine trees that it is necessary to give them constant care. Storms of this kind are serious matters for us.

Window Bolts - Within the year a new ordinance in Providence makes it mandatory for owners of buildings to provide safety appliances for window washers. The regulations are quite complicated but they are in effect, that all windows except those within ten feet of the ground must be provided with bolts into which the men washing windows may hook their safety belts. In addition, unless the outside sills are six inches or wider, provision must be made for a portable sill. A copy of the ordinance has been secured and inquiries are being made as to the application of these new regulations. At Moses Brown there are between 350 and 400 windows which may have to be equipped with the standard bolts. No specific quotations have been secured but we have been informed that the type of bolt which should be used here would cost approximately $2.35 per window. Whether that work willhave to be done this summer we do not know. The ordinance clearly applies to buildings like the ones on our campus.

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Automatic Feed for Boilers - The School is paying at present $1.45 for a 42-gallon barrel of Bunker Fuel Oil "C" delivered in our tanks. This is the "upset" price on our present contract with the Mexican Petroleum Corporation. The current market price is somewhat above this figure. We used last year 4130 barrels of oil in our power plant. In 1937-1938 the cost of oil delivered was approximately $1.05 per barrel. From time to time the question of automatic fuel control for the burners has been considered. Apparently there has been no question but that when the present boilers are replaced with new boilers automatic control should be installed. Considering the cost of the installation and the relatively low cost of fuel, it did not seem wise to recommend that any immediate steps be taken. In view, however, of the present cost of fuel and the fact that current prices are likely to be increased rather than decreased, it seems desirable to give this question serious consideration at this time. There is no doubt that with automatic control, as compared with our present manually operated plant, a very real saving could be effected. There is one system (the Johnson Automatic Fuel Oil Burner) which Joseph E. Sargent, our superintendent, believes is best suited to our needs. This has been discussed only in a most tentative way with local engineers, but the cost of the system installed would be in the neighborhood of $2000 per boiler, and the savings might amount to as much as 20%. If the system were installed with our present boilers it could be used with new boilers when the present ones are replaced, at very little additional expense.

Sack Property - Arrangements have been made with Thomas P. Hogan & Co. to remove the buildings on this property, taking out the foundations to one foot below the ground. They are to do this work, salvage all the materials, and pay us $350. The work is to begin in about three weeks and they have agreed to finish early in May.

The contract for the fence has been given to Rackliffe Fence and Hardware Co. of Providence for $1079. This is for a six-foot plain iron picket fence and includes foundation and erection. It was proposed to take down the chain link fence between the Lower School field and the Sack Property and erect it along the Preston Property line. This was to have cost $72. Mrs. Walter Preston objects to the chain link fence on the property line and has secured a price for an iron fence similar in design to the one which we shall erect on Lloyd Avenue - Hope Street, but five feet in height instead of six feet, the price, completely installed, to be $385. She would like to have that type of fence erected and asks the School to pay one half. If this were done, the chain link fence, when it is taken down, should be put along the west side of our property running south from the line of the old Hope Street High School.

In erecting the fence at the corner of Lloyd Avenue and Hope Street, it will be necessary to keep twenty feet back of the corner on each side, in order to comply with the city ordinance.

Gifts - The following gifts have been received recently:

Two catalogues of Friends' Boarding School 1836 and 1837, and a letter from Moses Lockwood to John W. Mason under date of 5/18/1837. Moses Lockwood was a teacher at the School in 1832 and principal from 1836-38. These were the gift of John Mason Tilney of New York City and came to Moses Brown through Douglas Grafflin, Principal of Brooklyn Friends School.

From Obadiah Brown's Benevolent Fund the School received "The Book of Life" in eight volumes. This is a text which uses the authorized King James Version of the Bible and provides a background for bible study for children and adults.

The School very much appreciates these gifts.

Finances - With this report are submitted the statement of income and expenditures for the eight months ending 2/29/40, budget comparison, and cash account for the same period.

Respectfully submitted,

L Ralston Thomas

Headmaster

Augustus Taber Murray, a graduate of Moses Brown School in the Class of 1882, and a member of the School Committee since 1935, died in Palo Alto, California, on Third Month 9, 1940. Dr. Murray was born in New York City Tenth Month 29, 1866. He was awarded an A.B. by Haverford College in 1885 and an LL.D. in 1931; he took his Ph.D. from Johns Hopkins University in 1890, and studied subsequently at Leipzig and Berlin. He was a member of Phi Beta Kappa and many learned societies. For forty years, from 1892 to 1932, he was a professor of Greek and then of Classical Literature at Stanford University, and was nationally known as a scholar, author, and lecturer. Dr. Murray had traveled widely and was known and loved all over this country. He was from 1929 to 1931 minister of the Friends Meeting in Washington, D. C. He is survived by two sons and two daughters.

Although Augustus Murray was prevented from attending many meetings of the School Committee, due to the fact that he lived outside of New England, he was nevertheless keenly interested in the affairs of the School. On his infrequent visits to this part of the country he never failed to spend some time here. The School, the Society of Friends, and Augustus Murray's many friends everywhere will miss his cheerful enthusiasm and his friendly service.

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At a meeting of the Executive Committee held at Moses Brown School Third Month 18th, 1940.

Present: Thomas A. Tripp, Lyra T. Wolkins, L. Ralston Thomas, Charles H. White. Excuses for absence have been received from Gren O. Pierrel, Alexander C. Purdy, Charles P. Sisson, Frances E. Wheeler.

Minutes of the meeting held First Month 29th, 1940, were read and approved.

The Headmaster's report was presented and ordered placed on file.

The Executive Committee approves the expenditure of approximately three hundred dollars to pay one half of the cost of a fence to extend along the boundary line of the Mrs. Walter Preston property, with the understanding that the fence is to be six feet high and the same type that is to be erected on the Sack property.

The Headmaster submitted the statement of income and expenditures for the eight months ending 2/29/40, budget comparison, and cash account for the same period. The expenditures for the period amounted to $120,197.83 as compared with budget estimate of $120,868.90.

The Executive Committee approves of offering a scholarship to an English boy next year in connection with the International Schoolboy Fellowship.

The meeting then concluded.

(Signed) Charles H. White
Recording Clerk

To the Executive Committee in Charge of Moses Brown School:

Faculty Arrangements - One of the most important duties of the Headmaster each year at this time is the making of arrangements for adequate staff for the next academic year. There will be four changes in the Upper School faculty, and one, probably two, in the Lower School. This is not an abnormal turnover in a faculty of this size, but it is somewhat larger than usual for us.

Donald K. McIntyre, teacher of German and English, is leaving at the end of three years' service to study medicine at the Hahnemann Medical College in Philadelphia.

Robert M. Merritt, Jr., who has had charge of the Biology, William G. Fallon, Jr., instructor in elementary Latin, and James H. Ritter, who has taught Chemistry and Physics, are planning to be married. The latter is engaged to Hollis Evins, who has been at Moses Brown for two years as a sixth grade teacher. Milton Hoyt, assistant in the sixth and seventh grades and in Lower School sports, also is planning to be married. He may continue in his present position, but has been advised to accept one of two other positions which are available to him.

It is unfortunate that when young men marry they must usually look for positions elsewhere, but boarding schools must have single men for dormitories and the young teacher accepting a job in boarding school understands what the limitations are. Some of these teachers have had considerable experience and show real promise, but changes of this kind are not without their advantages.

In making plans for next year, it was decided that no new teachers should be engaged until someone really qualified to carry on the music program as his extra-class activity could be secured. This has now been done and Henry F. Cleaves (teaching this year at Hebron Academy) will have charge of elementary English and music.

Anton Kishon, a graduate of Bates College, now teaching at Wilbraham Academy, will have the work in Chemistry and Physics, and assist with the athletics.

Other candidates have been interviewed for the German and Latin positions, and these places will be filled very soon.

In re-engaging the present staff, there has been no change in the general salary schedule and it has been necessary to add increments of only $350.00. These are only the small additions to which the younger men are entitled. In the Lower School $225.00 only have been given as increases.

Father and Son Day - The tenth annual Father and Son Day is scheduled for Fifth Month 17. The Committee of fathers appointed by the Parents Council, working with a small group of teachers, has planned the program which will be quite similar to that of other years.

The Executive Committee will be interested to know that in discussing possibilities for a speaker at the dinner, the Father and Son Day Committee asked particularly that an arrangement be made for some Friend to come and address the group. Richard M. Gummere of Harvard was invited, and has accepted.

Sack Property - The work of razing the buildings on Sack Property has not yet been begun, and apparently there is no means of hurrying the building wrecker. We are anxious to get ahead with this, so that the grading and planting can be finished before too late to catch the "growing season." Our own men have taken out all the shrubs and small trees and transplanted them to parts of the campus where they can be used to advantage.

After extended negotiations with Mrs. Preston, it finally has been agreed to use the chain-link fence on the property line as originally planned. Mrs. Preston was unwilling to pay the sum necessary for her share of the other type fence. The Headmaster, in conversation with Mrs. Preston,

has told her that any planting done along the line fence would not be permitted to grow high enough to obstruct her view.

Within the week a copy of a letter from E.Pulver Cook to Mr. Holbrook of the Industrial Trust was received. Mr. Cook again is raising the question of the oil burner which he insists is his property and was sold by the bank when it did not belong to them.

Organ - Donald B. Snyder, through whose good offices the Hammond Organ was secured, when he learned of the expense to which the School had been put in adapting the instrument for use here, made a further special arrangement with regard to the price and accepted a check for $400 in full payment. This is a confidential matter. The School is most grateful to him for his very substantial help.

Razee Prize - For many years until her death, Alice A. Razee presented to the School each year $15 to be used for Alice A. Razee Prizes for public speaking. Following Alice Razee's death, her brother carried this on until he passed away. The School has continued to make this award in the name of Alice Razee. It is the opinion of the Headmaster that as a matter of policy, awards bearing the names of individuals should be provided from funds presented for that purpose and not from school funds. An expression of Committee opinion on this matter would be welcome.

Gift - The School has accepted with thanks the gift of a fine copy of "A Treasury of Art Masterpieces," edited by Thomas Craven. This was presented by Wesley A. Bradley, a student in the junior class and is for the use of all the boys in School.

Financial Statement - With this report are presented the usual financial statements covering the period 7/1/39 to 3/31/40. For this period the expenditures have exceeded the budget estimates by approximately $300. There

have been no unusual or unexpected expenditures of any considerable size since the budget was made up, and there is still the possibility that by the end of the fiscal year when the books are closed, the total expenditures will be within the estimate.

In some respects the budget this year has presented more problems than in more difficult times. The slow but nonetheless constant increase in all commodities, foodstuffs, equipment, and materials, and the marked increase in the price of fuel, and for this year an increase in the quantity of fuel used, has reduced, and in many cases completely eliminated the surplusses in some departments which have heretofore been available to meet unpredictable increases in other departments.

The School is at present operating also on endowment incomes which are very small when compared with the size of the plant and the needs of an institution of this kind. This is a matter to which the Committee should give its attention.

Respectfully submitted,

L Ralston Thomas

Headmaster

The Executive Committee of Moses Brown School was called to order at 6:45 P.M., Monday, Fourth Month 29, 1940.

Lyra T. Wolkins was named chairman and secretary for the evening.

There were present: Thomas A. Tripp, Lyra T. Wolkins, and L. Ralston Thomas. Excuses for absence were given for all absent members.

The Headmaster read his report in full, which was then accepted and directed filed.

An item in the report regarding the awards of prizes and the source from which funds for such awards should be taken was considered and decision agreed upon as follows:

> That awards bearing the names of individuals should be provided from funds presented for that purpose and not from school funds.

Salary changes as outlined by the Headmaster have been approved and he is authorized to make any further changes which in his judgment may seem necessary.

Adjourned to meet at the close of the General Committee meeting on Third Day, Fifth Month 7.

(Signed) Lyra T. Wolkins
Secretary for the evening

Moses Brown School Committee convened at 10:00 in Moses Brown School in Alumni Hall, Fifth Month 7th, 1940.

Because Margaret Sisson could not remain throughout the meeting, Moses Bailey was appointed recording secretary, pro tem. In response to a roll call all were present except four. Letters of excuse were received from Rufus M. Jones and Willard E. Swift. (Norman S. Taber and Charles P. Sisson were also absent.)

The Minutes of the meeting of Second Month 3rd, 1940 were approved as circularized.

The Minute of Second Month 3rd regarding the proposal to dismiss the standing committees and constitute the Executive Committee as the operating committee of Moses Brown School was taken from the table according to the call circulated for this meeting. It is understood that this proposal concerns only Moses Brown School and is not applicable to Lincoln School. The Clerk read the list of standing committees. Some Friends expressed fear of too great centralization. Gren O. Pierrel inquired whether the Executive Committee is truly executive in function, with all matters of policy being developed in the larger committee; or whether the Executive Committee may properly shape policy. Attention was called to the fact that the several committees now existing have not all met, and to the fact that the membership of these committees includes but three names not found on the present Executive Committee of seven. Gren O. Pierrel expressed the belief that policy-forming is a function of the larger body, and others concurred in this opinion. Charles H. White spoke of the difficulty of securing full attendance at the meetings of the Executive Committee, and also of his fear lest there be too great concentration of power in a limited group.

In the light of this discussion it was proposed that the old Reorganization Committee be reconstituted, and that this committee bring to the autumn meeting of the total committee, a definite proposal to consider further the functions of the large committee in relation to the Executive Committee, and a suitable way for preserving these proper functions. This received general approval. The Clerk appointed as members of the Reorganization Committee:

Frances E. Wheeler
Gren O. Pierrel
Thomas A. Tripp
Charles H. White

L. Ralston Thomas presented a "memorial" regarding Augustus T. Murray, a member of this Committee; followed by the Headmaster's report of Moses Brown School with financial statement. These records were approved and herewith placed on file. The words regarding Augustus T. Murray the Committee desired forwarded to his immediate family with their expression of sympathy.

Charles H. White, Recording Clerk of the Executive Committee, read the records of that committee, which were presented as information.

Marion S. Cole, Headmistress of Lincoln School, read her report, which was received with interest and approval. This is here placed on file. Amy L. Philips, for the Junior High and Lower School Department of Lincoln School, presented her report which was approved and placed on file.

Marion S. Cole presented the Treasurer's statement for Lincoln School which was approved and ordered filed.

Frances E. Wheeler brought the report of the Executive Committee of the Lincoln School Board of Trustees as information. The Clerk expressed the pleasure of the

Committee in the presence of Frances E. Wheeler and in her actively continued interest in Lincoln School.

The wisdom of giving up the custom of having two meetings of this Committee at the time of the Yearly Meeting for New England was again considered. It was agreed that but one meeting should be arranged, preferably early in the week of Yearly Meeting, and that the Committee's organization be consummated later at the meeting in Tenth Month.

The Clerk presented the following appointments as appropriate to the calendar of the two Schools, for the meetings of the Committee in 1940-1941:

Tenth Month 8th
Second Month 4th
Fifth Month 6th

at 10:00 o'clock in the morning. These dates were acceptable.

The Nominating Committee, having at present no report of names of non-Friends to serve on this body, is continued.

Charles H. White suggested the naming of Charles P. Sisson to continue as Treasurer of Lincoln School for the coming year. This was fully approved, and he was appointed to that service.

The following appointments to the Lincoln School Board of Trustees were approved:

Corinne H. Smith (Mrs. Kirk Smith)
Harold Staples
Caroline G. Huntoon (Mrs. Maxwell Huntoon)
Frances E. Wheeler
Katherine S. Harrington (Mrs. Carroll Harrington) ex officio

Adjourned at 12:30 o'clock, proposing to meet at the time of Yearly Meeting according to appointment arranged by the Calendar Committee.

(Signed) Moses Bailey

Secretary, pro tem.

Meeting of the Executive Committee,-
Moses Brown School, Fifth Month 7th, 1940.

Present: Gren O. Pierrel, Alexander C. Purdy, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Lyra T. Wolkins, Charles H. White.

This meeting was called for the purpose of deciding upon a date for the next Executive Committee.

The Committee is united on meeting at the School on Sixth Month 10th at 3 o'clock.

Adjourned.

(Signed) Charles H. White
Recording Clerk

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

Augustus Taber Murray, a graduate of Moses Brown School in the Class of 1882, and a member of the School Committee since 1935, died in Palo Alto, California, on Third Month 9, 1940. Dr. Murray was born in New York City Tenth Month 29, 1866. He was awarded an A.B. by Haverford College in 1885 and an LL.D. in 1931; he took his Ph.D. from Johns Hopkins University in 1890, and studied subsequently at Leipzig and Berlin. He was a member of Phi Beta Kappa and many learned societies. For forty years, from 1892 to 1932, he was a professor of Greek and then of Classical Literature at Stanford University, and was nationally known as a scholar, author, and lecturer. Dr. Murray had traveled widely and was known and loved all over this country. He was from 1929 to 1931 minister of the Friends Meeting in Washington, D. C. He is survived by two sons and two daughters.

Although Augustus Murray was prevented from attending many meetings of the School Committee, due to the fact that he lived outside of New England, he was nevertheless keenly interested in the affairs of the School. On his infrequent visits to this part of the country he never failed to spend some time here. The School, the Society of Friends, and Augustus Murray's many friends everywhere will miss his cheerful enthusiasm and his friendly service.

5/7/40

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

Faculty Arrangements - One of the most important duties of the Headmaster each year at this time is the making of arrangements for adequate staff for the next academic year. There will be four changes in the Upper School faculty, and two in the Lower School. This is not an abnormal turnover in a faculty of this size, but if is somewhat larger than usual for us.

Donald K. McIntyre, teacher of German and English, is leaving at the end of three years' service to study medicine at the Hahnemann Medical College in Philadelphia.

Robert M. Merritt, Jr., who has had charge of the Biology, William G. Fallon, Jr., instructor in elementary Latin, and James H. Ritter, who has taught Chemistry and Physics, are planning to be married. The latter is engaged to Hollis Evins, who has been at Moses Brown for two years as a sixth grade teacher. Milton Hoyt, assistant in the sixth and seventh grades and in Lower School sports, also is planning to be married and has accepted a public school position.

It is unfortunate that when young men marry they must usually look for positions elsewhere, but boarding schools must have single men for dormitory duty and the young teacher accepting a job in boarding school understands what the limitations are. Some of these teachers have had considerable experience and show real promise, but changes of this kind are not without their advantages.

In making plans for next year, it was decided that no new teachers should be engaged until someone really qualified to carry on the music program as his extra-class activity could be secured. This has now been done and Henry F. Cleaves (teaching this year at Hebron Academy) will have charge of elementary English and music.

Anton Kishon, a graduate of Bates College, now teaching at Wilbraham Academy, will have the work in Chemistry and Physics, and will assist with the athletics.

Other candidates have been interviewed for the German and Latin positions, and these places will be filled very soon.

In re-engaging the present staff, there has been no change in the general salary schedule and it has been necessary to add only the small increases to which a few of the teachers are entitled.

Enrollment - It is too early to know what the probable enrollment next year will be. There has been, however, considerable activity so far as inquiries are concerned and some new applications have been received. The new catalogues have just been sent out, and these will be followed in a few days by the usual re-registration cards. It is proposed this year to send with the re-registration cards, a letter calling the attention of our patrons to the fact that many of the lower school grades and some of the upper school forms have, during the last two or three years, been filled completely some weeks before the opening of school in the fall, and to ask them to

suggest the names of parents who may be interested in Moses Brown for their boys for next year. It is hoped that in this way we may secure a more even distribution and perhaps insure a complete registration throughout the School.

The Fifth Form this year numbers forty-nine boys, of whom approximately forty are candidates for graduation. There will be also a number of recommended withdrawals of students who are not qualified for the type of work offered here, and there will be a few transfers to boarding schools on the part of day boys. The total turnover, however, probably will be normal.

International Schoolboy Fellowship - The Executive Committee has approved offering a scholarship to an English schoolboy for next year if the Exchange Fellowship is continued. Our experience this year, as with most of the other exchange students, has been a very happy one. David Bullwinkle is not a good student and has had considerable difficulty with his academic work. He is, however, an unusually fine type of boy who has settled into the routine here surprisingly well and has contributed much to the life of the School.

Father and Son Day - The tenth annual Father and Son Day is scheduled for Fifth Month 17. The Committee of fathers appointed by the Parents Council, working with a small group of teachers, has planned the program which will be quite similar to that of other years.

The Committee will be interested to know that in

discussing possibilities for a speaker at the dinner, the Father and Son Day Committee asked particularly that an arrangement be made for some Friend to come and address the group.

Sack Property - Arrangements were made with Thomas B. Hogan and Company to remove the buildings on this property, taking out the foundations to one foot below the ground. They are to do this work, salvage all the materials, and pay us $350. The work of razing the buildings has not yet been begun, and apparently there is no means of hurrying the contractor. We are anxious to get ahead with this so that the grading and planting can be finished before too late to catch the growing season. Our own men have taken out all the shrubs and small trees and transplanted them to parts of the campus where they can be used to advantage.

Contract for the fence has been given to the Rackliffe Fence and Hardware Co. of Providence for $1079. This is for a six-foot, plain iron picket fence and includes foundation and erection.

It is proposed to take down the chain-link fence between the Lower School field and the Sack Property and erect it along the Preston property line.

Organ - Nearly a year ago Donald B. Snyder discussed with the Headmaster a proposition by which the School could secure a Hammond Electric Organ at very much less than the market price. This matter was taken up with the Finance

Committee, and in view of the fact that such an instrument would be a real asset to the School and it was evident at the time that there would be a reserve from the operation of the School last year, the Committee approved taking advantage of the opportunity offered. Early in Third Month the organ was delivered and installed by M. Steinert & Sons.

Because the School uses direct current and the organ operates on alternating current, it was necessary to purchase a larger converter and a pitch stabilizer. The converter was installed under the floor in Alumni Hall, outlets being provided for the radio-phonograph, the motion picture projector, and the organ, thus simplifying the use of all this equipment and giving us an efficient method of providing alternating current for all our needs in the Hall.

The organ has been used in the Sunday services, and Gardner M. Nichols, with the S. Dunstan's Choir Boys of St. Martin's Church, gave a concert for the Upper School and Intermediate Grades.

Because the whole question of music at Moses Brown has been under discussion this year, the organ comes to us at a psychological time. It is a fine instrument and should be a great addition to our music program.

First Aid Course - Through the courtesy and cooperation of the local chapter of the American Red Cross, a first aid class was organized at Moses Brown late in the winter. Approximately thirty-five boys from the five forms of the

Upper School were enrolled. The classes met from 3:15 to 5:15 three afternoons in the week, completed their work and took the examinations before the spring holiday. Standard certificates were awarded to nine boys, and twenty-four boys received junior certificates.

The American Red Cross provided the instructor and the School designated one of the masters as an assistant. The only cost to the boys was a sixty cent textbook, the School paying a few dollars for other equipment which can be used again.

The course this year was experimental, but it worked out so well that it is hoped a group can be organized for next year.

Finances - With this report are submitted the financial statement covering the period 7/1/39 to 4/1/40. For this period the expenditures have exceeded the budget estimates by approximately $300. There have been no unusual or unexpected expenditures of any considerable size since the budget was made up, and there is still the possibility that by the end of the fiscal year, when the books are closed, the total expenditures will be within the estimate.

Respectfully submitted,

L Ralston Thomas

Headmaster

The Moses Brown School Executive Committee was called to order at 3 P.M. Second Day, Sixth Month 10th, 1940.

In the absence of the Clerk, Alexander C. Purdy was named to serve as Clerk Pro Tem. The Recording Clerk being absent, Lyra T. Wolkins was appointed to serve for the day.

Present: Alexander C. Purdy, Thomas A. Tripp, Frances E. Wheeler, L. Ralston Thomas, Lyra T. Wolkins.

The Headmaster presented for consideration the tentative budget for Seventh, Eighth, and Ninth Months. As presented, the total was approximately $1400 more than for the corresponding three months of this year.

In addition to the usual routine maintenance, repairs, and purchases for the opening of School in the fall, the budget included certain special items which were given consideration.

(1) Safety Anchors for use of window washers (compulsory under city ordinance for buildings such as these) - Cost, between $600 and $700, distributed under the item of new equipment in the budget, two-thirds to dormitory, one-sixth to Upper, and one-sixth to Lower School. Approved, but the Headmaster was directed to learn what action was being taken by other institutions in the city before awarding the contract.

(2) Repairs to second floor landing and stairtreads in West Stairway (third floor landing was completed last year) - Estimate $100 - Approved.

(3) Purchase of two microscopes for use in laboratory - $140 - Approved.

(4) The Gate Apartment at 307 Hope Street is in need of papering, painting, floor finishing, etc. at an estimated cost of $400. The Committee approved the expenditure of an amount not to exceed $250.

(5) New Backstop on soccer field - $150 - Omitted from this budget.

(6) Improvements recommended for corridor in Middle House near Second Intermediate Room - Omitted.

(7) Bathroom on Senior Corridor - Renovation of room, including replacement of and addition to equipment - Estimate $700 - Approved.

At a meeting of the Committee on Moses Brown School and Lincoln School held at Ocean Park, Maine, 6th month 27th, 1940, present: Marion S. Cole, Rufus M. Jones, Edward L. Macomber, Clara W. Mumford, Alexander C. Purdy, L. Ralston Thomas, Frances E. Wheeler, Lucia A. Wheeler, Charles H. White, Ellen A. Winslow, Lyra T. Wolkins.

Minutes of meeting held 5th month 7th, 1940, were approved as circulated.

The Scholarship Committee reported that income amounting to $3410 was available for distribution. This amount is divided between the Moses Brown and Lincoln Schools on the basis of the number of Friends in the enrollment of each school. The number of Friends being the same this year, $1700 is the amount apportioned to each.

The applicants and the amounts granted to students of Moses Brown School which are approved are as follows: Rodman W. Brown, $300; Earle E. Estes, $200; Thomas Gifford, $100; Richard H. Jones, $200; Edward D. Pierce, $300; Robert H. Tollefson, $300; Russell S. Douglas, $100; Forrest I. Peters, $100; Stuart W. Thayer, $100.

The applicants and the amounts granted to students of Lincoln School which are approved are as follows: Katharine Hill, $400; Grace Pierce, $450; Elinor Wood, $500; Eleanor Price, $50; Lydia Anne Crosman, $150; Mary Agnes Crosman, $150.

The clerk questioned the wisdom of using the name "Application for Scholarship," since money granted was not strictly on a scholarship basis, but more in the nature of financial assistance in cases where parents are unable to pay the full amount required. L. Ralston Thomas and Marion S. Cole are appointed a committee to suggest a more suitable name for the consideration of the School Committee.

The Headmaster requested the use of the school car for a trip west during the summer. The Committee approved.

Adjourned to meet at Moses Brown School on 10th month 8th, 1940.

Respectfully submitted,
Charles H. White
Acting Recording Clerk

F. J. B. & Co.
NOV. 1940